College Misericordia

Academic Catalog
Undergraduate Studies

College Misericordia Academic Catalog
Undergraduate Studies
Effective August, 1988

Contacts

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Policy Statements

This catalog contains current information regarding College Misericordia's calendar, admissions policies, degree requirements, fees and regulations. College Misericordia reserves the right in its sole judgment to promulgate and change rules and regulations and to make changes of any kind in its programs, calendar, admissions policies, procedures and standards, degree requirements and fees whenever it is deemed necessary or desirable, including changes in course content, the rescheduling of classes, and cancellation of scheduled classes and other academic activities.

College Misericordia accords students of any race, color, religion, sex, nationality or ethnic origin all the rights, privileges, programs and activities generally made available to students of the College. College Misericordia does not discriminate on the basis of race, color, handicap, religion, sex, nationality or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, athletic or other College administered programs.

College Misericordia complies with the Family Education Rights and Privacy Act of 1974 as amended. A copy of the Act is available for inspection in the office of the Academic Dean.

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Mission Statement

College Misericordia is a Catholic, liberal arts-based, co-educational college. It was founded in 1924 and it is sponsored by the Religious Sisters of Mercy. The College offers both undergraduate and graduate programs. In 1978, the Board of Trustees approved a mission statement that notes the nature and purpose of the College, and in 1984 it was revised as follows:

> College Misericordia is a Catholic college sponsored by the Religious Sisters of Mercy. A co-educational institution which welcomes individuals of all faiths, Misericordia offers a variety of liberal arts and professional programs at the undergraduate level in addition to professional graduate programs.
>
> The education of each undergraduate student is based on the College's commitment to the complementary relationship between liberal arts and professional studies. To emphasize academic excellence and to develop critical thinking, College Misericordia provides a liberal arts base for all four-year academic curricula. Professional education, as well as education in the arts and sciences, prepares students for productive careers and continued professional growth.
>
> College Misericordia is a cooperative environment in which students, faculty, and administration demonstrate personal concern for each individual as a valued member of the campus community. In addition to academic pursuits, students can participate in a wide range of spiritual, recreational, social, and cultural activities.
>
> The College's commitment to provide affordable, quality education continues to express the founding Sisters' values and attitudes of justice, mercy, and service.

The Curricula

Academic Divisions

College Misericordia's academic programs are administered by seven distinct divisions. The programs offered by each division are listed below:

Division of Allied Health Professions — Elaine Halesey, Chair

Majors:
Medical Technology, p. 36
Occupational Therapy, p. 48
Radiography, p. 66

Minor:
Management, p. 76
(This minor is taken with the Radiography major.)

Specializations:
Education, p. 77
Management, p. 76
(These specializations are taken with the Radiography major.)

The Division of Allied Health Professions offers a Master of Science degree in Occupational Therapy Leadership. See Graduate Catalog for details.

Division of Business Administration — Gale Rand, Chair

Majors:
Accounting, p. 9
Business Administration, pp. 12, 13, 14, 15
(The major in Business Administration requires a specialization in Management, Marketing, Merchandising or a selected area. Students may elect an additional specialization or a minor.)
Business Information Systems, p. 16

Minors:
Accounting, p. 82
Management, p. 84
Marketing, p. 84
Merchandising, p. 85

Specializations:
Management, p. 12
Marketing, p. 13
Merchandising, p. 14
Selected Area, p. 15

Division of Fine Arts — Mary Carmel McGarigle, RSM, Chair

Majors:
Applied Music, p. 10
Music Education, p. 38
Music Therapy, p. 41

Elective area of study:
Art, p. 88

Division of Humanities — Donald Fries, Chair

Majors:
English, p. 28
History, p. 31
General Studies (Program Administered Interdivisionally), p. 29
Liberal Studies (Program Administered Interdivisionally), p. 33

Minors:
English, p. 83
History, p. 84
Philosophy, p. 85
Political Science, p. 86
Religious Studies, p. 86
Writing, p. 87

Specialization:
Pre-Law (This specialization may be taken with the English, History or Liberal Studies majors.), pp. 63, 64, 65

The Curricula

Academic Divisions

Division of Natural Sciences, Mathematics, and Computer Science — Carl Konecke, Chair

Majors:
- Biology, p. 11
- Computer Science, p. 18
- Mathematics, p. 34
- Mathematics/Computer Science (combined major), p. 35

Minors:
- Biology, p. 82
- Chemistry, p. 82
- Computer Science, p. 83
- Mathematics, p. 85

Specializations:
- Pre-Dentistry, p. 61
- Pre-Medicine, p. 61
- Pre-Optometry, p. 61
- Pre-Veterinary Medicine, p. 61

(These specializations are taken with the Biology major.)

Elective areas of Study:
- Geography, p. 88
- Physics, p. 89

Division of Nursing — Florence Bourcier, Acting Chair

Major:
- Nursing, p. 42

Certification:
- School Nurse, p. 80

The Division of Nursing offers a Master of Science degree in Nursing. See Graduate Catalog for details.

Division of Professional Studies — Joseph Rogan, Chair

Majors:
- Elementary Education, p. 19
- Social Work, p. 81
- Special Education, p. 25

Minors:
- Gerontology, p. 83
- Psychology, p. 86

Certifications:
- Child Welfare Services, p. 17
- Early Childhood Education, p. 22
- Elementary Education, p. 19
- Gerontology, p. 30
- Special Education, p. 25

Elective area of study:
- Sociology, p.89

The Division of Professional Studies offers Master of Science degrees in Human Services Administration and Education. See Graduate Catalog for details.

Accreditations

College Misericordia was chartered by the State of Pennsylvania on January 31, 1927, and is empowered to grant the following degrees:

Master of Science in Nursing
Master of Science
Bachelor of Arts
Bachelor of Music
Bachelor of Science
Bachelor of Science in Nursing
Bachelor of Social Work
Associate of Applied Sciences

College Misericordia is officially recognized by the following accrediting agencies:

Council on Social Work Education
Department of Education, Harrisburg, Pennsylvania
The Regents of the University of the State of New York
Commission on Higher Education of the Middle States Association of Colleges and Schools
National Association of Schools of Music
National League for Nursing
National Association of Music Therapy
Committee on Allied Health Education Accreditation of the American Medical Association in collaboration with the Accreditation Committee of the American Occupational Therapy Association
Committee on Allied Health Education Accreditation of the American Medical Association in collaboration with the Joint Review Committee on Education in Radiologic Technology.

College Misericordia has legal permission from the Pennsylvania State Board of Nurse Examiners to operate a School of Nursing in the Commonwealth of Pennsylvania.

Various other state education departments also recognize College Misericordia's academic programs.

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Academic Program Definitions

All College Misericordia students are required to fulfill a 54-credit liberal arts **core curriculum** in addition to the requirements of their chosen major. The core courses provide both a sound educational foundation and a perspective from which to choose a major field or specialized area of study.

College Misericordia's academic programs fall into five inter-related groups: majors, specializations, certifications, minors and elective areas of study. These program areas are defined below:

Majors

Areas of study in a formal discipline for which a degree is awarded, for example, a Bachelor of Arts degree in History, a Bachelor of Social Work degree in Social Work, or Bachelor of Science degree in Mathematics.

Specializations

Focused programs of extended study closely associated with a specific degree program. Specializations are generally available only to students who have been accepted into the major for the specific degree, for example: B.A./History (Pre-Law) or B.S./Biology (Pre-Medicine).

Certification

Prescribed programs of study designed to meet requirements of official agencies which recognize the certification as a valid credential, for example, Early Childhood Education certification recognized by the Pennsylvania Department of Education.

Minors

Focused programs of study which involve specific clusters of courses around a general area of study. Minors are not associated with particular degree programs and are therefore open to all students, for example: writing, philosophy, and religious studies.

Elective Areas of Study

Clusters of courses which are not as a group directly associated with a specific degree program. These elective courses are intended to augment the liberal arts background of any interested student, for example: philosophy, art, sociology and geography.

Academic Program Listings

Specific Degree Programs

In the academic program listings which follow, majors, specializations and certifications are combined into one section and are listed alphabetically by program name. They have been grouped together by virtue of their one common factor — majors, specializations and certifications are associated with specific degree programs and therefore require defined course sequences.

Minor Programs

Minors, which are open to all students, may be taken in association with any degree program. Minors involve 15 to 22 credits in specific areas. The minors offered by the College and their course requirements are grouped together under the heading **Minor Programs.**

Elective Areas

Elective areas of study are briefly described in the section headed **Elective Areas of Study.**

Course Descriptions

Specific information regarding every course offered by the College may be found in the **Course Descriptions** section of this catalog.

The Curricula

Core Curriculum Requirements

All students, regardless of major, are required to complete a minimum of fifty-four (54) credit hours of core courses. These courses must be taken in accordance with the distribution of credit hours by area of study described below, and must be selected from the list of core course titles on the following page, or from the list of approved substitutes noted below.

Some courses must be taken in sequence, and both semesters of courses which are offered over two semesters must be completed.

AREA OF STUDY	CREDITS	AREA OF STUDY	CREDITS
Anthropology	3	Music	3
Art	3	Philosophy	6
English Composition	3	Political Science	3
English Literature	6	Psychology	3
History	6	Religious Studies	6
Mathematics*	6	Science	6

*All students are required to take six (6) credits of Mathematics, three (3) from Bank I and three (3) from Bank II.

Mathematics Bank I

(Determined by Placement Test)

MTH 90 Mathematics I
MTH 108 Precalculus
MTH 151 Calculus I

Mathematics Bank II

(Specified by Program)

MTH 100 Mathematical Perspectives
MTH 115 Basic Statistics I
MTH 151 Calculus I
MTH 152 Calculus II
BUS 140 Quantitative Methods I

EXCEPTIONS: Students enrolled in selected major programs of study may substitute a prescribed, more advanced course in a given area to fulfill the core requirement. Refer to the suggested sequence of required courses for individual majors. Other qualified students** may exercise the same option.

Students in certain major programs may consider the following courses as proper substitutes for the normal course requirements in the areas listed:

APPROVED SUBSTITUTE COURSE(S)		FULFILLS	IF STUDENT'S MAJOR IS
Biology 101-102	(8 credits)	Science Core	Biology; Medical Technology
Chemistry 104-105	(6 credits)	Science Core	Nursing
Music 205	(3 credits)	Music Core	Music
Physics 101-102	(6 credits)	Science Core	Radiography
Physics 221-222	(8 credits)	Science Core	Computer Science; Mathematics

***Students in other major programs who demonstrate competence in any of the areas listed above may, with the approval of the Chair of the Division and the Academic Dean, exercise these same options.*

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Core Curriculum Requirements

CORE AREAS	REQUIRED CREDITS		COURSE NUMBER/COURSE TITLE		CREDITS
Anthropology	3		SOC 110	Anthropology	3
Art	3		ART 161	Art Appreciation	3
English Composition	3		ENG 103	Composition	3
English Literature	6	Select One Sequence	ENG 221-222	Major British Writers	6
			ENG 247-248	American Literature	6
			ENG 266-267	Western World Literature	6
History	6	Select One Sequence	HIS 101-102	History of Western Civilization	6
			HIS 103-104	History of United States	6
Mathematics	6		MTH	Mathematics Bank I	3
				Mathematics Bank II	3
Music	3		MUS 230	Music Appreciation	3
Philosophy	6		PHL 101	Contemporary Self-Images	3
		Select One	PHL 225	Ethics	3
			PHL 257	Philosophy of Religion	3
			PHL 260	Practical Logic	3
			PHL 290	Philosophy of Person	3
Political Science	3		POL 100	American National Government	3
Psychology	3		PSY 123	Introduction to Psychology	3
Religious Studies	6	Select Two	RLS 100	Biblical Studies	3
			RLS 103	Moral Theology	3
			RLS 104	World Religions	3
			RLS 106	Theology and Human Experience	3
			RLS 111	Christology	3
			RLS 113	Theology of the Church	3
			RLS 115	Religion in America	3
Science	6	Select One Sequence	BIO 103-104	General Biology I & II	6
			CHM 103-104	General Chemistry I & II	6
			PHY 107-108	Introduction to Physics I & II	6

The Curricula

Honors Program

Director, Regina Kelly, RSM, Ph.D.

Honors Education

The Honors Program at College Misericordia consists of two separate but complementary components: College Honors and Degree Honors. College Honors focuses on the core curriculum and is open to qualified students chosen for the program.

College Honors

The College Honors program is a college-wide program which involves a sequence of core courses supplemented by enrichment activities, out-reach activities, and advisement. The College Honors course sequence entails taking Honors courses which receive credit as core courses required of all students in the College's core curriculum.

Honors Course Sequence

Honors courses should be taken in the years designated below.

Freshman Year

Honors section of *Western Civilization* (History) two semesters
Honors section of *English Composition* first semester

Sophmore Year

Honors section of *World Literature* (English) two semesters
During the second semester, Honors students should take *Contemporary Self Images* (Philosophy) or *American National Government* (Political Science). These courses are usually taken during the Freshman and Sophomore years, but may, with the consent of the Director, be delayed to the Junior or Senior year.

Junior Year

Honors section of *Philosophy of Religion* (Philosophy) first semester
Honors section of *World Religions* (Religious Studies) second semester.

Senior Year

Students opting to pursue Degree Honors must enroll in the *Honors Seminar* first semester.

Honors students are expected to maintain a 3.0 average in their Honors courses. Those completing the program receive the notation of "College Honors" on their transcript.

Degree Honors

The emphasis in this portion of the program is on research. In order to take Degree Honors, students must be in the process of successfully completing College Honors, and have at least a 3.4 average in their junior year.

At the end of the sophmore year Honors program students are reviewed, and some who are research oriented participate in Degree Honors. Students are expected to conduct research and place it in an interdisciplinary context in the Senior Honors Seminar.

Students completing College Honors, the Senior Honors Seminar, having a 3.4 or above average overall, a 3.0 average in Honors, and the recommendation of the Honors faculty qualify for an Honors degree.

The Curricula

Majors, Specializations and Certifications

Accounting Major

Division of Business Administration
Degree: B.S./Accounting
Program Director: Karen M. Hazleton, C.P.A.

Accounting professionals are competent to serve society in more than an ordinary way. They have a responsibility to those they serve, their colleagues, and the public — investors, consumers, and creditors.

Accounting provides the information necessary to determine and evaluate the present and projected economic activities of organizations. The world of business affairs is the province of accountants. It is their role to apprehend it, analyze it, systematize it, and portray it. The more complex the world is, the more demanding is the role of the accountant.

Accounting is a leading growth profession throughout the world. Professional accounting careers range from public accounting, internal auditors, tax consultants to management accounting and management advisory services. These jobs require not only knowledge and experience, but personal qualities of perception, imagination, judgment, ability to work well with others, communication skills, and problem solving techniques.

The accounting major will additionally prepare students to take the uniform CPA examination given in May of their senior year. The examination is designed to measure technical competence, which includes not only technical knowledge and its application, but also the exercise of good judgment, and understanding of professional responsibility.

Minors to be considered with this major include computer science, management, marketing and merchandising.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 201	Intermediate Accounting I	3	ACC 202	Intermediate Accounting II	3
BUS 101	Management I	3	BUS 102	Management II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
ART 161	Art Appreciation	3	BUS 382	Personnel & Industrial Relations	3
PHL 101	Contemporary Self-Images	3	MUS 230	Music Appreciation	3
POL 100	American National Government	3	PHL	Core Elective	3
		18			18

JUNIOR

ACC 301	Advanced Accounting I	3	ACC 302	Advanced Accounting II	3
ACC 310	Cost Accounting	3	BUS 141	Quantitative Methods II	3
BUS 140	Quantitative Methods I	3	BUS 390	Human Relations Management	3
BUS 170	Marketing I	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	RLS	Core Elective	3
		15			15

SENIOR

ACC 401	Taxes I	3		**Track A***	
ACC 410	Auditing	3	ACC 413	Accounting Co-operative Internship	9
BUS 410	Legal Environment of Business	3		-or-	
RLS	Core Elective	3	ACC 472	Accounting Internship	9
SOC 110	Anthropology	3		Free Elective	3
				Free Elective	3
		15			15
				Track B*	
			ACC 311	Managerial Accounting	3
			ACC 402	Taxes II	3
			ACC 485	Special Topics in Accounting	3
				Free Elective	3
				Free Elective	3
					15

Total Required for Graduation: 126 credits

*All accounting majors are encouraged to serve in an Accounting Internship in the spring semester of their senior year. Placement of students in the "A" Track will be dependent upon successful completion of required coursework, availability of placements, and a successful internship search and interview on the part of the student.

The Curricula

Majors, Specializations and Certifications

Applied Music Major

Division of Fine Arts
Degree: B.A./Applied Music
Program Director: Richard Dower

The music program at College Misericordia fosters excellence in performance, develops strong competencies in music, and is part of a broad-based foundation in the liberal arts. Each student is provided the opportunity to develop his or her musical potential.

In addition to meeting the College's general admission requirements, applied music majors must successfully audition in the major performance area in order to be accepted to the program. A theory test is given at the time of the audition. A senior recital is required for all music majors.

The Bachelor of Arts degree in Applied Music provides a wide range of experience in the musical and performing arts, acquired through course work in performance, theory, history, dance, counterpoint and composition. Courses in foreign language and culture are required.

All music students participate in College Chorus for eight semesters. Other ensemble activity depends upon the student's area of interest.

SEQUENCE OF REQUIRED COURSES

	FRESHMAN				
MUS 010	Theory I A	2	MUS 030	Theory II A	2
MUS 020	Theory I B	2	MUS 040	Theory II B	2
HIS	History Core Elective	3	HIS	History Core Elective	3
ENG 103	Composition	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
MUS	Applied Music	2	MUS	Applied Music	2
		15			15
	SOPHOMORE				
MUS 050	Theory III A	2	MUS 070	Theory IV A	2
MUS 060	Theory III B	2	MUS 080	Theory IV B	2
MUS 205	Survey of Music History I	3	MUS 206	Survey of Music History II	3
MUS	Applied Music	2	MUS	Applied Music	2
	Foreign Language	3		Foreign Language	3
ART 161	Art Appreciation	3	PHL 101	Contemporary Self-Images	3
		15			15
	JUNIOR				
MUS 315	Forms and Analysis	3	MUS 317	20th Century Trends	3
MUS	Applied Music	2	MUS	Applied Music	2
RLS	Core Elective	3	MUS 342	Instrumental Counterpoint	2
SCI	Core Elective	3	SCI	Core Elective	3
MUS 107	Dance I	1	SOC 110	Anthropology	3
	Free Elective	3	PHL	Core Elective	3
		15			16
	SENIOR				
MUS 410	Music Composition	2	MUS	Applied Music	2
MUS	Applied Music	2	POL 100	American National Government	3
RLS	Core Elective	3			
MUS 412	Orchestration	2	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3		Free Elective	3
	Free Elective	3		Free Elective	3
		15			14

All students are required to participate in College Chorus (MUS 601) each semester.

Total required for graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Biology Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S./Biology
Program Director: Carl Konecke

With the proper selection of elective courses, a biology major is prepared for post-graduate studies in medicine, veterinary medicine, dentistry, podiatry, optometry, or for graduate study in various disciplines within biology and related fields.

Preparation for post-graduate employment in biological or biochemical research is also available through the appropriate selection of course offerings.

Biology majors are assigned an advisor who helps plan a program of courses consistent with the student's background and career objectives. (Majors in biology must maintain at least a "B" average to be recommended to graduate or professional schools.)

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 101	General Botany and Biological Principles	4	BIO 102	General Zoology	4
CHM 133	Chemical Principles I	4	CHM 134	Chemical Principals II	4
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Electives	3	MTH 152	Calculus II	3
MTH	Calculus I	3	PSY 123	Introduction to Psychology	3
		17			17

SOPHOMORE

BIO 241	Genetics	4	BIO 243	General Microbiology	4
BIO 251	Comparative Anatomy and Histotechnique I	4	CHM 244	Organic Chemistry II	4
CHM 243	Organic Chemistry I	4	MTH 115	Basic Statistics I	3
CPS 101	Introduction to Programming: Pascal	3	PHL 101	Contemporary Self-Images	3
		15			14

JUNIOR

BIO 322	Comparative Embryology of Vertebrates	3	BIO 346	General Physiology	4
CHM 353	Biochemistry	3	CHM	Elective	3
ENG	Core Elective	3	ENG	Core Elective	3
PHY 221	General Physics I	4	PHY 222	General Physics II	4
RLS	Core Elective	3	RLS	Core Elective	3
		16			17

SENIOR

BIO 425	Ecology	4	BIO 360	Immunology	1
BIO 490	Coordinating Seminar	1	BIO 480	Biology Research	1
BIO	Elective	3	MUS 230	Music Appreciation	3
ART 161	Art Appreciation	3	PHL	Core Elective	3
POL 100	American National Government	3	SOC 110	Anthropology	3
		14		Free Elective	3
					14

Total Required for Graduation: 124 credits

The Curricula

Majors, Specializations, Minors, Certifications

Business Administration Major
Management Specialization

Division of Business Administration
Degree: B.S. Business Administration
Program Director: Donald C. Skiff

Students who major in business administration choose to focus on a specific area of the business environment. College Misericordia's business program offers specializations in management, marketing, merchandising, and special selected areas. The programs are very similar during the first year of study which allows the student to investigate the various specializations before having to choose a specific field.

To succeed in a professional business atmosphere, individuals must have a well-rounded background in all aspects of business. College Misericordia's business administration program provides the proper balance of both theory and practice. The program prepares students for entry level positions in business, industry or the non-profit sector. Graduates of the Business Programs have a 96% placement rate. Business Administration Majors are well prepared to continue their studies at the graduate level.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BUS 101	Management I	3	BUS 102	Management II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 170	Marketing I	3	BUS 206	Micro Economics	3
BUS 205	Macro Economics	3	BUS 382	Personnel & Industrial Relations	3
ART 161	Art Appreciation	3	MUS 230	Music Appreciation	3
HIS 305	Recent American Domestic History	3	POL 100	American National Government	3
PHL 101	Contemporary Self-Images	3	SOC 110	Anthropology	3
		18			18

JUNIOR

BUS 140	Quantitative Methods I	3	ACC 311	Managerial Accounting	3
BUS 350	Money and Banking	3	BUS 141	Quantitative Methods II	3
BUS 371	Busniess Financial Management	3	BUS 303	Sales Promotion Management	3
BUS 385	Production & Operations Management	3	BUS 390	Human Relations Management	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		15			15

SENIOR

BUS 410	Legal Environment of Business	3	BUS 210	Comparative Economics	3
BUS 420	Small Business Management	3	BUS 430	Management Information Systems	3
BUS 440	Marketing Management	3	BUS 491	Seminar in Business Policies	3
PHL	Core Elective	3	RLS	Core Elective	3
RLS	Core Elective	3		Free Elective	3
		15			15

Total Required for Graduation: 126 credits

Management Specialization

The **Management** Specialization prepares students in the various areas of the business world: Management of Personnel, Sales, Marketing, Finance, Production/Operations, Human Relations, and Small Businesses. Broad preparation in the management field well prepares students to enter any business field of their choosing. Students obtain jobs in a variety of organizations all of which require individuals to manage them and their many subdivisions, thus the job possibilities are almost endless. The key to success is a broad liberal business preparation, which College Misericordia and the Division of Business provide.

Minors to be considered with this major include Accounting, Computer Science, Marketing and Merchandising.

The Curricula

Majors, Specializations and Certifications

Business Administration Major
Marketing Specialization

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Francis Notturno

Marketing, one of the available business specializations, concentrates on exchange processes. College Misericordia's marketing specialization goes beyond the traditional. It prepares students for employment in business, as well as non-business organizations. Those who are or will be involved in managing private or public, profit or non-profit organizations can benefit from this program.

Opportunities in the field of marketing are expanding rapidly as organizations discover the importance of marketing techniques to their continued success. Today and in the future, not only will products be marketed, but services, ideas, places, political candidates, health care facilities, educational institutions, and many more organizations will also benefit by using marketing tools.

Students obtain jobs in a variety of organizations, in Advertising, Public Relations, Sales, Product and Brand Management, Marketing Research, Purchasing, Retailing, Wholesaling, and many other marketing related positions.

Minors to be considered with this major include Accounting, Compter Science, Management and Merchandising.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BUS 170	Marketing I	3	BUS 171	Marketing II	3
BUS 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
BUS 290	Promotion Tools	3	BUS 303	Sales Promotion Management	3
ART 161	Art Appreciation	3	MUS 230	Music Appreciation	3
HIS 305	Recent American Domestic History	3	POL 100	American National Government	3
PHL 101	Contemporary Self-Images	3	SOC 110	Anthropology	3
		18			18

JUNIOR

BUS 101	Management I	3	BUS 102	Management II	3
BUS 140	Quantitative Methods I	3	BUS 141	Quantitative Methods II	3
BUS 305	Marketing Channels	3	ACC 311	Managerial Accounting	3
BUS 371	Business Financial Management	3	BUS 390	Human Relations Management	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		15			15

SENIOR

BUS 410	Legal Environment of Business	3	BUS 421	Special Topics in Marketing	3
BUS 440	Marketing Management	3	BUS 491	Seminar in Business Policies	3
BUS 450	Marketing Research	3	RLS	Core Elective	3
PHL	Core Elective	3		Free Elective	3
RLS	Core Elective	3		Free Elective	3
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Business Administration Major
Merchandising Specialization

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Mary Carden

Merchandising is a multifaceted program that prepares students for a wide variety of consumer oriented careers: Buyer, Wholesaler, Retail Manager, Sales Representative, Store Coordinator, and Visual Merchandiser. The objective of Merchandising is to prepare the student to be flexible and to be able to adapt to the multitude of job opportunities that are available in the retail industry from entry level to Executive Management positions: Assistant Buyer to General Merchandise Manager. This specialization, coupled with the Business Administration Degree, allows the student versatility in a highly dynamic and constantly changing business environment.

Merchandising is a completely people-oriented institution and therefore never dull for someone who relates well to people. The merchandising need is all-pervasive, so one can function wherever there are people.

Minors to be considered with this Major: Accounting, Marketing and Management.

SEQUENCE OF REQUIRED COURSES

		FRESHMAN			
BUS 101	Management I	3	BUS 102	Management II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15
		SOPHOMORE			
ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
BUS 230	Merchandising	3	BUS 260	Textiles	3
ART 161	Art Appreciation	3	MUS 230	Music Appreciation	3
HIS 305	Recent American Domestic History	3	POL 100	American National Government	3
PHL 101	Contemporary Self-Images	3	SOC 110	Anthropology	3
		18			18
		JUNIOR			
BUS 140	Quantitative Methods I	3	BUS 141	Quantitative Methods II	3
BUS 170	Marketing I	3	BUS 171	Marketing II	3
BUS 305	Marketing Channels	3	BUS 303	Sales Promotion Management	3
BUS 371	Business Financial Management	3	BUS 335	Retail Buying	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		15			15
		SENIOR			
BUS 400	History of Costume	3	BUS 405	Visual Merchandising	3
BUS 410	Legal Environment of Business	3	BUS 413	Business Co-operative Internship	3
BUS 420	Small Business Management	3	BUS 491	Seminar in Business Policies	3
PHL	Core Elective	3	RLS	Core Elective	3
RLS	Core Elective	3		Free Elective	3
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations, Minors, Certifications

Business Administration Major
Specialization in Selected Area

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Donald C. Skiff

Students who major in business administration may choose to focus on a specific area of the business environment, such as Banking or Real Estate Management, that is not part of the College's curriculum. Arrangements for and approval of a selected specialization are made through the division chair.

Students with credits in a business-related major not offered at Misericordia may apply those credits as a specialization in the business administration major. They may also transfer those courses which match either the College's core curriculum or the requirements for a major in business administration—up to the maximum allowable total for transfer credits listed in the section on the admission of transfer students.

Potential areas of specialization are as wide and varied as the world of business and can be in areas as diverse as Hotel and Restaurant Management, Real Estate, Mortuary Science, Banking, Building Maintenance, Automotive Technology, Pharmacy, Industrial Safety, Telecommunications, Tourism and Travel, Dental Business Assistant, or Optometry.

Minors to be considered with this major include Accounting, Computer Science, Marketing and Merchandising.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BUS 101	Management I	3	BUS 102	Management II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Core Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 170	Marketing I	3	BUS 172	Marketing II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
	Specialization Area	3		Specialization Area	3
ART 161	Art Appreciation	3	POL 100	American National Government	3
PHL 101	Contemporary Self Images	3	SOC 110	Anthropology	3
		18			18

JUNIOR

BUS 140	Quantitative Methods I	3	BUS 141	Quantitative Methods II	3
BUS 371	Business Financial Management	3	BUS 390	Human Relations Management	3
	Specialization Area	3		Specialization Area	3
MUS 230	Music Appreciation	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	RLS	Core Elective	3
		15			15

SENIOR

BUS 410	Legal Environment of Business	3	BUS 210	Comparative Economics	3
BUS 420	Small Business Management	3	BUS 430	Management Information Systems	3
	Specialization Area	3	BUS 451	Special Topics in Business	3
PHL	Core Elective	3	BUS 491	Seminar in Business Policies	3
RLS	Core Elective	3		Specialization Area	3
		15			15

Total Required for Graduation. 126 credits

The Curricula

Majors, Specializations and Certifications

Business Administration
Business Information Systems Major

Division of Business Administration
Degree: B.S./Business Information Systems
Program Director: John Kachurick

The Business Information Systems Degree constitutes an interdisciplinary approach to modern information systems, providing a strong foundation in Business and Computer Science as they relate to Business Information Management, Development, and Operations.

The major provides a melding of the two disciplines since the development of a computer-based information system is not merely a technological exercise as it also has managerial, organizational, and behavorial implications. The Business Information Systems Degree offers a strong foundation in Computer Science, Business Theory and practice, and the related role of information flow within an organization.

The Business Information Systems Degree provides majors a balance of theory and practice in both disciplines and prepares students for entry-level positions in such fields as Systems Analysis, Systems Design, and Information Systems Management. Students may also elect to continue their studies at the graduate level.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CPS 101	Introduction to Programming-Pascal	3	CPS 121	Computer Programming	3
ENG 103	English Composition	3	ART 161	Art Appreciation	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 101	Management I	3	CPS 132	Micro Computer Soft/Hardware	3
BUS 205	Macro Economics	3	ENG 339	Technical Writing	3
CPS 221	Introduction to Computer Systems	3	MUS 230	Music Appreciation	3
MTH 151	Analytical Geometry & Calculus I	3	RLS	Core Elective	3
POL 100	American National Government	3	SOC 110	Anthropology	3
		18			18

JUNIOR

ACC 201	Intermediate Accounting I	3	BUS 141	Quantitative Methods II	3
BUS 140	Quantitative Methods I	3	BUS 390	Human Relations Management	3
BUS 170	Marketing I	3	CPS 232	Data Structures & Algorithmic Analysis	3
CPS 231	Introduction to File Processing	4	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	PHL 101	Contemporary Self-Images	3
		16			15

SENIOR

BUS 371	Business Financial Management	3	ACC 311	Managerial Accounting	3
CPS 431	Software Design & Development	3	BUS 430	Management Information Systems	3
PHL	Core Elective	3	CPS 412	Computers and Society	3
RLS	Core Elective	3	CPS 432	Database Management Systems Design	3
	Free Elective	3		Free Elective	2
		15			14

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Child Welfare Services
Certification

Division of Professional Studies
Degree: May be taken in support of several degrees
Program Director: James Calderone

The child welfare services certificate program is most directly associated with a major in one of the helping professions. Child welfare specialists handle the problems of abused, neglected and abandoned children or those whose behavior has brought them to the attention of the courts. This type of work is demanding and requires highly trained and dedicated professionals for whom children and their families are of paramount importance.

A certificate in child welfare services involves a total of 15 credits. Three of these credits are earned through the successful completion of a clinic, field practicum or other appropriate placement in a child serving setting related to the student's major field of study.

COURSE SEQUENCE

PSY 275 Child and Adolescent Psychology		3
CWS 363 Child Welfare Services		3
Two additional courses selected from:		6
CWS 392 Child Welfare and Neglect	(3)	
CWS 393 Child Welfare Law	(3)	
CWS 395 Foster, Residential and Adoptive Care	(3)	
Approved Field Practicum		3
		15

The Curricula

Majors, Specializations and Certifications

Computer Science Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S./Computer Science
Program Director: Sr. Agnes T. Brennan, R.S.M.

College Misericordia offers students several different computer science programs in response to a variety of interests and career goals. The Computer Science curricula follow the recommendations of the Association of Computing Machinery and uphold the College's long history of providing career-oriented educations within a strong liberal arts program.

The Computer Science major leads to a Bachelor of Science in Computer Science. The program prepares students to pursue careers in scientific or industrial programming and systems analysis, or to continue their education at the graduate level.

College Misericordia's computer facilities were designed to achieve one primary goal: to serve the academic needs of Misericordia students. The principal academic computer at the College is a Digital Equipment Corporation VAX 11/750 with VMS/UNIX operating systems. The VAX line is one of the most widely used computer systems in the world. The College's computer facilities also include an IBM Personal Computer Lab. The academic computing facilities are independent of the College's Management Information System.

Computer Science majors must meet the core curriculum requirements set by the College, as well as the requirements specific to the major. Majors must complete an approved program of 19 credits of lower division Computer Science courses, 18 credits of upper division Computer Science electives, 19 credits of mathematics co-requirements and 8 credits of physics. In addition, students must complete a senior independent project in consultation with their advisors.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CPS 101	Introduction to Programming: Pascal	3	CPS 121	Computer Programming	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH 152	Analytical Geometry & Calculus II	3
MTH 151	Analytical Geometry & Calculus I	3	MUS 230	Music Appreciation	3
PHY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

*CPS 231	Introduction to File Processing	4	*CPS 232	Data Structures & Algorithm Analysis	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
MTH 225	Calculus III	4	ENG	Literature Core Elective	3
PHY 221	General Physics I	4	*MTH 244	Set Theory and Logic	3
			PHY 222	General Physics II	4
		15			16

JUNIOR

*CPS 221	Introduction to Computer Systems	3	*CPS 222	Introduction to Computer Organization	3
*CPS 331	Organization of Programming Languages	3	*CPS 412	Computers and Society	3
*MTH 241	Linear Algebra	3	ENG 339	Technical Writing	3
PHL 101	Contemporary Self-Images	3	MTH 215	Mathematical Statistics	3
SOC 110	Anthropology	3	PHL	Core Elective	3
		15			15

SENIOR

*CPS 321	Operating Systems and Computer Architecture	3	*CPS 421	Introduction to Numerical Analysis	3
*CPS 431	Software Design and Development	3	*CPS 432	Database Management Systems Design	3
RLS	Core Elective	3	CPS 480	Independent Study	3
	Free Elective	3	RLS	Core Elective	3
	Free Elective	3		Free Elective	2
		15			14

*Upper-division courses are offered in alternate years, so that a student's schedule may not follow this sequence exactly. For example, courses shown in the senior year may be taken in the junior year and vice versa.

Total required for graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Elementary Education Certification

Division of Professional Studies
Degree: B.S./Elementary Education
Program Director: Kathleen Nolan

The Elementary Education program has been continually refined to keep pace with developments in the field of education. The program is fully approved by the Pennsylvania Department of Education and leads to a teaching certificate valid in Pennsylvania and transferable to many other states.

All students who wish to major in elementary education must successfully complete the liberal arts core curriculum prescribed by the College. Additionally, students must successfully complete a series of professional studies, speciality area courses, field experiences, and teach for an entire semester.

All Elementary Education majors must also satisfactorily complete field experiences every semester from the second semester of the freshman year to the first semester of the senior year. Field experience involves course-related observation and practicum assignments in community schools. All field experiences are arranged by the College. During the final semester students must successfully complete a 15-week student teaching assignment. All field experiences and teaching assignments are arranged by the College. Transportation to and from field experience and student teaching assignments is the responsibility of the student.

Students who successfully complete the elementary education program are eligible for recommendation by the College to the Pennsylvania Department of Education for state teacher certification. The College's recommendation and the successful completion of other requirements established by the state qualify graduates for an "Instructional I" certificate.

Students who complete the college core, all program requirements except student teaching, and who earn a total of at least 120 credits may graduate with a Bachelor of Science Degree in Education but will not be eligible for Pennsylvania Department of Education Certification.

Selection, Advancement and Graduation Criteria

Admission into Pre-Education

Students admitted to the Pre-Education Program (freshman year) must meet the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program nor does it allow students to take the professional program methods courses.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the Teacher Education Program is made during the spring of a student's freshman year. Screening of applicants will occur at the end of the freshman year based upon the following criteria:

A. An overall GPA of 2.5 or above. Students who have between a 2.0 and 2.5 may be admitted conditionally if requirements below are met. If conditionally admitted students do not reach an overall GPA of 2.5 or above after 2 more semesters, they will be dismissed from the program.

B. A score of "C" or better on the Pre-Professional Skills Test which is administered to all program applicants.

C. Satisfactory completion of a freshman field experience.

The Curricula

Elementary Education Major
Elementary Education Certification

Majors, Specializations and Certifications

D. Recommendation by at least one Teacher Education Program faculty member.

E. Successful completion of an interview conducted by the program director.

F. Medical documentation which indicates the absence of any mental or physical condition which might eventually disqualify the student as an applicant for state certification.

G. Participation in the Freshman Teacher Education Seminar.

H. Demonstration of adequate skills in reading, writing, and mathematics.

I. Participation in the College Misericordia Education Club.

Retention in the Program

Retention in the program is based upon the following criteria:

A. An overall GPA of 2.5 or better. Students who fall below a 2.5 will be placed on program probation for one semester. At the end of the program probation semester their GPA must be at least 2.5 or they will be dismissed from the program.

B. Successful completion of a field experience each semester. Failure to do so will result in program probation for one semester. A second failure in a field experience will result in dismissal from the program.

C. Compliance with the Teacher Education Program Code of Ethics (See Teacher Education Program Handbook for details.) Violations of the Code of Ethics may result in program probation or program dismissal.

D. A score of "C" or better on the Sophomore Teacher Education Program Retention Examination and on the Junior Teacher Education Program Retention Examination.

E. Completion of all courses required at each level before proceeding to the next level.

F. Demonstrated participation in the College Misericordia Education Club.

Student Teaching Requirements

Qualification for student teaching placements is based upon the following criteria.

A. A GPA of 2.5 or better.

B. Successful completion of a series of field experiences.

C. Recommendation by the Teacher Education faculty.

D. Successful completion of all courses required by the program.

E. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify them as applicants for state certification.

Graduation Requirements

A. Students must meet all of the graduation requirements set by the College.

B. Students must score "C" or better on the Senior Teacher Education Program Exit Examination.

Certification Requirements

A. Students must submit an application for certification to the Pennsylvania Department of Education.

B. Students must meet all requirements set by the Pennsylvania Department of Education.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Elementary Education Certification

SEQUENCE OF REQUIRED COURSES

FRESHMAN

EDU 100	Educational Foundations	3	EDU 600	Field Experience	0
EDU 101	Freshman Seminar	0	SED 100	Exceptional Children	3
ENG 103	Composition	3	HIS 104	United States Survey Since 1900	3
HIS 103	United States Survey to 1900	3	MTH	Mathematics Bank I	3
PHL 101	Contemporary Self-Images	3	PSY 275	Child and Adolescent Psychology	3
PSY 123	Introduction to Psychology	3	SOC 110	Anthropology	3
		15			15

SOPHOMORE

EDU 200	Educational Psychology	3	EDU 222	Science Methods*	1.5
EDU 220	Basic Methods*	1.5	EDU 223	Social Studies Methods*	1.5
EDU 222	Language Arts Methods*	1.5	EDU 224	Health Methods	3
EDU 260	Classroom Management	3	EDU 622	Field Experience	0
EDU 620	Field Experience	0	BIO 104	General Biology II	3
BIO 103	General Biology I	3	ENG 112	Speech	3
PHY 131	Physical Science	3	ENG 318	Study of Language	3
RLS	Core Elective	3	POL 100	American National Government	3
		18			18

JUNIOR

EDU 320	Reading Methods I*	3	EDU 321	Reading Methods II*	3
EDU 325	Art Methods	1	EDU 322	Math Methods*	3
EDU 326	Music Methods	1	EDU 631	Field Experience	0
ENG 327	School Law	1	EDU 632	Field Experience	0
EDU 702	Field Experience	0	ENG 248	American Literature II	3
ENG 247	American Literature I	3	GEO 202	Cultural World Geography	3
GEO 201	Earth Science	3	MUS 230	Music Appreciation	3
MTH 115	Basic Statistics	3			
		15			15

SENIOR

EDU 323	Communication Disorders	3	EDU 400	Parents	3
EDU 369	Children's Literature	3	EDU 495	Student Teaching	9
EDU 380	Senior Seminar		EDU 499	Seminar	0
EDU 670	Field Experience	0	ART 161	Art Appreciation	3
PHL	Core Elective	3			
RLS	Core Elective	3			
	Free Elective	3			
		15			15

Total Required for Graduation: 126 credits

*Requires concurrent Field Experiences.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Early Childhood Education Certification

Division of Professional Studies
Degree: B.S./Elementary Education
Program Director: Joseph Rogan

College Misericordia's Early Childhood Education program is designed to prepare teachers to work with preschool children, either as teachers or as operators of private preschool/nursery centers. The program builds upon the College's elementary education program.

All students who wish to major in elementary education with a certification in early childhood education must successfully complete the liberal arts core curriculum prescribed by the College. Additionally, students must successfully complete a series of professional studies courses, speciality area courses, field experiences, and teach for an entire semester.

Early Childhood Education Studies must also satisfactorily complete field experiences every semester from the second semester of the freshman year to the senior year. Field experience involves course-related observation and practicum assignments in community schools. All field experiences are arranged by the College. During the final semester students must successfully complete a 15-week student teaching assignment. Transportation to and from field experience and student teaching assignments is the responsibility of the student.

Students who successfully complete the Early Childhood Education program are eligible for recommendation by the College to the Pennsylvania Department of Education for *two* state teacher certifications, one in elementary education and one in early childhood education. The College's recommendation and the successful completion of other requirements established by the state, qualify graduates for "Instructional I" certificates in both areas.

Selection, Advancement and Graduation Criteria

Admission into Pre-Education

Students admitted to the Pre-Education Program (freshman year) must meet the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the Teacher Education Program is made during the spring of a student's freshman year. Screening of applicants will occur at the end of the freshman year based upon the following criteria:

A. A GPA of 2.5 or above. Students who have between a 2.0 and 2.5 may be admitted conditionally if requirements below are met.
B. A score of "C" or better on the Education Qualifying Examination which is administered to all program applicants.
C. Satisfactory completion of a freshman field experience.
D. Recommendation by at least one Teacher Education Program faculty member.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Early Childhood Education Certification

E. Successful completion of an interview conducted by the program director.

F. Medical documentation which indicates the absence of any mental or physical condition which might eventually disqualify the student as an applicant for state certification.

G. Participation in the Freshman Teacher Education Seminar.

H. Demonstration of adequate skills in reading, writing, and mathematics.

I. Participation in the College Misericordia Education Club.

Retention in the Program

Retention in the program is based upon the following criteria:

A. An overall GPA of 2.5 or better. Students who fall below a 2.5 will be placed on program probation for one semester. At the end of the program probation semester their GPA must be at least 2.5 or they will be dismissed from the program.

B. Successful completion of a field experience each semester. Failure to do so will result in program probation for one semester. A second failure in a field experience will result in dismissal from the program.

C. Compliance with the Teacher Education Program Code of Ethics (See Teacher Education Program Handbook for details.) Violations of the Code of Ethics may result in program probation or program dismissal.

D. A score of "C" or better on the Sophomore Teacher Education Program Retention Examination and on the Junior Teacher Education Program Retention Examination.

E. Completion of all courses required at each level before proceeding to the next level.

F. Demonstrated participation in the College Misericordia Education Club.

Student Teaching Requirements

Qualification for student teaching placements is based upon the following criteria.

A. A GPA of 2.5 or better.

B. Successful completion of a series of field experiences.

C. Recommendation by the Teacher Education faculty.

D. Successful completion of all courses required by the program.

E. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify them as applicants for state certification.

Graduation Requirements

A. Students must meet all of the graduation requirements set by the College.

B. Students must score "C" or better on the Senior Teacher Education Program Exit Examination.

Certification Requirements

A. Students must submit an application for certification to the Pennsylvania Department of Education.

B. Students must meet all requirements set by the Pennsylvania Department of Education. Pennsylvania requires teacher certification candidates to successfully complete the Pennsylvania Teacher Competency Testing Program (PTCTP).

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Early Childhood Education Certification

SEQUENCE OF REQUIRED COURSES

FRESHMAN

EDU 100	Educational Foundations	3	EDU 600	Field Experience	0
EDU 101	Freshmen Seminar	0	SED 100	Exceptional Children	3
ENG 103	Composition	3	HIS 104	United States Survey Since 1900	3
HIS 103	United States Survey to 1900	3	MTH	Mathematical Bank I	3
PHL 101	Contemporary Self-Images	3	PSY 275	Child and Adolescent Psychology	3
PSY 123	Introduction to Psychology	3	SOC 110	Anthropology	3
		15			15

SOPHOMORE

EDU 200	Educational Psychology	3	EDU 221	Science Methods*	1.5
EDU 220	Basic Methods*	1.5	EDU 223	Social Studies Methods*	1.5
EDU 222	Language Arts Methods*	1.5	EDU 224	Health Methods	3
EDU 260	Classroom Management	3	EDU 622	Field Experience	0
EDU 620	Field Experience	0	BIO 104	General Biology II	3
BIO 103	General Biology I	3	ENG 112	Speech	3
PHY 131	Physical Science	3	ENG 318	Study of Language	3
RLS	Core Elective	3	POL 100	American National Government	3
		18			18

JUNIOR

EDU 320	Reading Methods I*	3	EDU 321	Reading Methods II*	3
EDU 325	Art Methods	1	EDU 322	Math Methods*	3
EDU 326	Music Methods	1	EDU 363	Early Childhood Methods*	3
EDU 327	School Law	1	EDU 630	Field Experience	0
EDU 362	Early Childhood Curriculum*	3	EDU 632	Field Experience	0
EDU 630	Field Experience	0	ENG 248	American Literature II	3
ENG 247	American Literature I	3	GEO 202	Cultural World Geography	3
GEO 201	Earth Science	3	MUS 230	Music Appreciation	3
MTH 115	Basic Statistics	3	EDU 663	Field Experience	0
EDU 662	Field Experience	0			
		18			18

SENIOR

EDU 323	Communication Disorders	3	EDU 400	Parents	3
EDU 369	Children's Literature	3	EDU 495	Student Teaching	9
EDU 380	Senior Seminar	0	EDU 499	Seminar	0
EDU 670	Field Experience	0	ART 161	Art Appreciation	3
PHL	Core Elective	3			
RLS	Core Elective	3			
	Free Elective	3			
		15			15

Total Required for Graduation: 132 credits

*Require concurrent Field Experiences

The Curricula

Majors, Specializations and Certifications

Special Education Major
Special Education Certification

Division of Professional Studies
Degree: B.S./Education
Program Director: Marianne S. Vitale

College Misericordia's major program in special education trains teachers to work with individuals who are mentally retarded, learning disabled, emotionally disturbed, physically handicapped, and multihandicapped between the ages of 3 and 21. The special education program is fully approved by the Pennsylvania Department of Education and leads to a valid teaching certificate honored in Pennsylvania and many other states.

All students who wish to major in special education must follow the core curriculum prescribed by College Misericordia. Additionally, students must complete a series of professional studies, speciality area courses, field experiences, and student teach for an entire semester.

All special education majors must satisfactorily complete a field experience every semester from the second semester of the freshman year to the first semester of the senior year. Field experiences involve course-related observation and practicum assignments in community schools. During one semester of the senior year students must complete a 15-week student teaching assignment. All field experiences and student teaching assignments are arranged by the College. Transportation to and from field experience is the student's responsibility.

Students who successfully complete the special education program are eligible for recommendation by the College to the Pennsylvania Department of Education for state teacher certification. The College's recommendation and the successful completion of other requirements established by the state qualify program graduates for an "Instructional I" certificate which is needed to teach mentally retarded, learning disabled, socially and emotionally disturbed, physically handicapped, and multihandicapped children in the public schools of Pennsylvania and in most other states.

Students who complete the college core, all program requirements except student teaching, and who earn a total of at least 120 credits may graduate with a Bachelor of Science Degree in Education but will not be eligible for Pennsylvania Department of Education Certification.

Selection, Advancement and Graduation Criteria

Admission into Pre-Education

Students admitted to the Pre-Education Program (freshman year) must meet the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the Teacher Education Program is made during the spring of a student's freshman year. Screening of applicants will occur at the end of the freshman year based upon the following criteria:

A. A GPA of 2.5 or above. Students who have between a 2.0 and 2.5 may be admitted conditionally if requirements below are met.

B. A score of "C" or better on the Education Qualifying Examination which is administered to all program applicants.

C. Satisfactory completion of a freshman field experience.

D. Recommendation by at least one Teacher Education Program faculty member.

The Curricula

Majors, Specializations and Certifications

Special Education Major
Special Education Certification

E. Successful completion of an interview conducted by the program director.

F. Medical documentation which indicates the absence of any mental or physical condition which might eventually disqualify the student as an applicant for state certification.

G. Participation in the Freshman Teacher Education Seminar.

H. Demonstration of adequate skills in reading, writing, and mathematics.

I. Participation in the College Misericordia Education Club.

Retention in the Program

Retention in the program is based upon the following criteria:

A. An overall GPA of 2.5 or better. Students who fall below a 2.5 will be placed on program probation for one semester. At the end of the program probation their GPA must be at least 2.5 or they will be dismissed from the program.

B. Successful completion of a field experience each semester. Failure to do so will result in program probation for one semester. A second failure in a field experience will result in dismissal from the program.

C. Compliance with the Teacher Education Program Code of Ethics (See Teacher Education Program Handbook for details.) Violations of the Code of Ethics may result in program probation or program dismissal.

D. A score of "C" or better on the Sophomore Teacher Education Program Retention Examination and on the Junior Teacher Education Program Retention Examination.

E. Completion of all courses required at each level before proceeding to the next level.

F. Demonstrated participation in the College Misericordia Education Club and the College Misericordia Council for Exceptional Children.

Student Teaching Requirements

Qualification for student teaching placements is based upon the following criteria.

A. A GPA of 2.5 or better.

B. Successful completion of a series of field experiences.

C. Recommendation by the Teacher Education faculty.

D. Successful completion of all courses required by the program.

E. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify them as applicants for state certification.

Graduation Requirements

A. Students must meet all of the graduation requirements set by the College.

B. Students must score "C" or better on the Senior Teacher Education Program Exit Examination.

Certification Requirements

A. Students must submit an application for certification to the Pennsylvania Department of Education.

B. Students must meet all requirements set by the Pennsylvania Department of Education. Pennsylvania requires teacher candidates to successfully complete the Pennsylvania Teacher Competency Test Program (PTCTP).

The Curricula

Majors, Specializations and Certifications

Special Education Major
Special Education Certification

SEQUENCE OF REQUIRED COURSES

FRESHMAN

EDU 100	Educational Foundations	3	SED 100	Exceptional Children	3
EDU 101	Freshman Seminar	0	SED 600	Field Experience I	0
ENG 103	Composition	3	HIS 104	United States Survey Since 1900	3
HIS 103	United States Survey to 1900	3	MTH	Mathematics Bank I	3
PHL 101	Contemporary Self-Images	3	PSY 275	Child and Adolescent Psychology	3
PSY 123	Introduction to Psychology	3	SOC 110	Anthropology	3
		15			15

SOPHOMORE

SED 200	Policy and Procedures	3	EDU 200	Educational Psychology	3
SED 244	Characteristics of the Handicapped I*	3	SED 245	Educational Strategies for the Handicapped II*	3
SED 260	Classroom Management	3	SED 625	Field Experience	0
SED 622	Field Experience	0	EDU 322	Math Methods*	3
SED 210	Motor Development	3	BIO 104	General Biology II	3
BIO 103	General Biology I	3	ENG 112	Speech	3
			RLS	Core Elective	3
			EDU 632	Field Experience	0
		15			18

JUNIOR

SED 344	Characteristics of the Handicapped II*	3	SED 343	Diagnosis of Learning Problems	3
SED 644	Field Experience	0	SED 345	Educational Strategies for Handicapped II*	3
EDU 320	Reading Methods I*	3	SED 645	Field Experience	0
ENG 247	American Literature I	3	EDU 323	Communication Disorders	3
MTH 115	Basic Statistics I	3	ENG 248	American Literature II	3
POL 100	American National Government	3		Free Elective	3
RLS	Core Elective	3			
EDU 630	Field Experience	0			
		18			15

SENIOR

SED 372	Vocational Habilitation*	3	SED 495	Student Teaching	9
SED 375	Issues for Special Education	3	SED 497	Seminar	0
SED 672	Field Experience	0	ART 161	Art Appreciation	3
EDU 369	Children's Literature	3	EDU 400	Parents	3
EDU 380	Senior Seminar	0			
MUS 230	Music Appreciation	3			
PHL	Core Elective	3			
		15			15

*Require Concurrent Field Experiences

The Curricula

Majors, Specializations and Certifications

English Major

Division of Humanities
Degree: B.A./English
Program Director: Ruth Kelly, RSM

The major in English assists students in acquiring a comprehensive knowledge of the English language and the literature produced in that language from the Anglo-Saxon times to the present.

The English curriculum emphasizes student progress from practice in writing to mastery of the technique of rhetoric. The program's goal is twofold: the articulation of ideas, based on trained critical judgment and expressed in clear prose; and the understanding of literary forms, centered particularly in the literature of Great Britain and America.

English majors must fulfill the College's Core Curriculum in addition to completing 30 credits in English.

Students who major in English or minor in Writing must participate in The Literary Club and in school publications.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ENG 103	Composition	3	ENG 105	The Research Paper	3
ENG 221	Major British Writers I	3	ENG 112	Speech Communications	3
HIS	Core Elective	3	ENG 222	Major British Writers II	3
MTH	Mathematics Bank I	3	HIS	Core Elective	3
PSY 123	Introduction to Psychology	3	MTH	Mathematics Bank II	3
		15			15

SOPHOMORE

ENG 203	Advanced Expository Writing	3	ENG 267	Western World Literature II	3
ENG 266	Western World Literature I	3	ART 161	Art Appreciation	3
SCI	Core Elective	3	PHL 101	Contemporary Self-Images	3
SOC 110	Anthropology	3	POL 100	American National Government	3
	Free Elective	3	SCI	Core Elective	3
				Free Elective	3
		15			18

JUNIOR

ENG 247	American Literature I	3	ENG 248	American Literature II	3
ENG 350	Medieval and Renaissance Literature	3	ENG 318	Language Studies	3
			MUS 230	Music Appreciation	3
PHL 260	Practical Logic	3	PHL	Core Elective	3
RLS	Core Elective	3		Free Electives	6
	Free Elective	3			
		15			18

SENIOR

ENG 352	Nineteenth Century Literature	3	ENG 353	Twentieth Century Literature	3
			ENG 415	Selected Studies	3
HIS	Advanced Elective	3	HIS	Advanced Elective	3
RLS	Core Elective	3		Free Electives	6
	Free Electives	6			
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

General Studies Major

Degree: B.S. or B.A./General Studies
Program Director: Donald Fries

The general studies program at College Misericordia was created to provide the opportunity for students who have previous college credits in career oriented programs to earn a Bachelor's Degree through additional study at College Misericordia.

Professional course credits completed in prior study can be combined with additional credits and will qualify the candidate for the Bachelor's Degree. The degree obtained may be a Bachelor of Science or a Bachelor of Arts, each with a major in general studies, depending on the courses completed at College Misericordia. The degree may be earned by attending day and evening classes or through the McAuley Weekend College for adults.

Individual programs of study are designed by the student with the assistance of the program director.

At least 30 credits must be earned in upper level courses. In addition, at least 30 credits must be earned at College Misericordia. These two requirements may be satisfied by the same 30 credits. Completion of the core curriculum is required either directly or by reasonable substitute as prescribed by the Registrar in the course of transcript selection. Continuation as a general studies major requires a 2.0 average.

Total required for graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Gerontology
Certification

Division of Professional Studies
Program Director: Dennis Fisher

Gerontology is the study of aging, a normal process in the human lifespan. The rapid development and expansion of programs and services for elderly persons in America, and the anticipated increase in the number of persons living to old age, have escalated the demand for professionals trained to work in the field of aging.

The Gerontology program prepares graduates for positions in agencies and institutions which administer health and community-based services for the aged. Career opportunities exist in nursing homes, hospitals, senior citizen centers, area agencies on aging, nutrition programs, rehabilitation centers, social welfare agencies and other organizations. The program also enhances the knowledge and skills of individuals currently involved in the provision of such services.

The Gerontology certificate program is offered to students who are not pursuing a degree at College Misericordia. These individuals may take the Gerontology course of study by itself, or in conjunction with other continuing education courses.

College Misericordia also offers a minor in Gerontology for students pursuing related courses of study at the College.

COURSE SEQUENCE

GER 241	Introduction to Social Gerontology	3
GER 358	Counseling the Older Adult	3
GER 306	Health and Physiology of Aging	3
GER 375	Aging Policies and Programs	3
	One (1) course selected from:	
GER 304	Nutrition and Aging	(3)
GER 410	Adult Protective Services	(3)
GER 415	Literature and Aging	(3)
GER 276	Psychology of Aging	(3)
		15

The Curricula

Majors, Specializations and Certifications

History Major

Division of Humanities
Degree: B.A./History
Program Director: Donald Fries

Following a major course of study in history provides a student with a strong liberal arts background. The study of history can broaden a student's perspective of local, national and international issues. It fosters an understanding of the complexity of human motivation and action and provides a critical approach to looking at the past. College Misericordia's history program cultivates the ability to think, write and speak clearly and precisely with thoroughness and independence. The program is for intellectual growth.

History majors must fulfill the College's core curriculum requirements in addition to completing 36 credits in history. Advanced history courses require six credits of core history courses as prerequisites.

Pre-Law Specialization

The pre-law specialization at College Misericordia was developed in accordance with the Association of American Law Schools which recommends that prospective law students have a broad liberal arts background. The program represents sound preparation for the Law School Admission Test and the study of law.

The program has been carefully designed to develop ability in expression and comprehension of English, to afford basic information about human institutions and values, and to cultivate the ability to think creatively and critically with thoroughness and independence.

Students may choose to major in English, History or Liberal Studies. Upon satisfactory completion of the pre-law specialization, the student may receive a Bachelor of Arts degree in English, History or Liberal Studies.

Pre-law students must register with the Program Director's office where advice on course selection and information concerning the Law School Admission Test (LSAT) and law schools can be obtained.

General Requirements:

Incoming Freshmen seeking admission to the college as history majors must meet the general and specific admissions requirements of the college as stated in this catalog.

In those cases where the student does not fully meet the college admissions requirements, a personal interview will be required.

Continuation as a history major requires that the student maintain a minimum of a 2.0 or "C" average in the major and a similar total grade point average. A student on Academic Probation for two consecutive semesters will be dismissed from the major.

At the end of the Sophomore year, each student's performance will be evaluated by a Sophomore Review Board composed of members of the history-government faculty. Students who do not meet the minimum requirements may be asked to withdraw from the major.

Transfer students must complete all the history requirements as listed in the sequence of courses in the college catalog.

The Curricula

Majors, Specializations and Certifications

History Major

Division of Humanities
Degree: B.A./History
Program Director: Donald Fries

Internship:

Internships for history majors are assigned on the basis of availablility. Pre-Law Internships are required as a part of the Pre-Law Specialization. Majors who desire to pursue Internships must receive prior approval of the Division Chair or work out the details with the Pre-Law Advisor. Internships may only be taken if the student has a "B" average in the major and Pre-Law Specialization and is a fully accredited junior or senior.

Recommendations:

To receive a recommendation for graduate study, the student must maintain the minimum of a "B" in the major, Pre-Law Specialization and total grade point average.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

HIS 101	History of Western Civilization I	3	HIS 102	History of Western Civilization II	3
ENG 103	Composition	3	MTH	Mathematics Bank II	3
ENG 112	Speech Communications	3	PHL 101	Contemporary Self-Images	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

HIS 103	United States History to 1900	3	HIS 104	United States History Since 1900	3
HIS	Advanced History or Political Science Elective	3	HIS 310	History of England	3
ENG	Core Elective	3	ENG	Core Elective	3
POL 100	American National Government	3	GEO 202	Cultural World Geography	3
RLS	Core Elective	3	PHL	Core Elective	3
SOC 110	Anthropology	3			
		18			15

JUNIOR

HIS 305	Recent American Domestic History	3	HIS 311	History of Britain	3
HIS	Advanced History or Political Science Elective	3	HIS 390	Junior Research Seminar	3
MUS 230	Music Appreciation	3	ART 161	Art Appreciation	3
	Free Electives	9	POL	Political Science Elective	3
				Free Elective	3
		18			15

SENIOR

HIS	Advanced History Elective	3	HIS	Advanced History Elective	3
ENG	Advanced English Elective	3	ENG	Advanced English Elective	3
RLS	Core Elective	3	SOC 221	Cultural Minorities	3
	Free Electives	6		Free Electives	6
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Liberal Studies Major

Division of Humanities
Degree: B.A. or B.S./Liberal Studies
Program Director: Louis Maganzin

Students who pursue a major in liberal studies may receive a Bachelor of Arts degree or a Bachelor of Science degree, depending on the selected area or theme of study. In either case, students must complete 120 credits.

The liberal studies major permits students to plan their studies around personal or professional goals. The program enables students to create their own "program" by selecting courses in general areas of interest such as: fine arts, social science, natural science or humanities, or by pursuing a specific theme of study designed by the student with an advisor. Some themes designed previously are: communications, public relations, Soviet studies, environmental science, writing, gerontology, personnel, and women's studies. The modes of study in the liberal studies program may be non-traditional or traditional.

Liberal studies majors work closely with an advisor throughout the design and implementation of their programs.

Students will receive a broad liberal arts education while focusing their study on social science, humanities, general science, or a self-designed theme. They are further broadened by taking one minor drawn from the above or from other areas of study.

Thus the liberal studies student has a 30 credit major focus, a minimum 15 credit minor focus, 54 credits of liberal arts core and 21 credits of free electives for a total 120 credits to graduate. Core courses cannot be applied to the major focus if they are used for Core requirements.

SEQUENCE OF REQUIRED COURSES

FRESHMAN					
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	POL 100	American National Government	3
SCI	Core Elective	3	PSY 123	Introduction to Psychology	3
SOC 110	Anthropology	3	SCI	Core Elective	3
		15			15
SOPHOMORE					
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
MUS 230	Music Appreciation	3	ENG	Literature Core Elective	3
PHL 101	Contemporary Self-Images	3	PHL	Core Elective	3
RLS	Core Elective	3	RLS	Core Elective	3
	MAJOR Specialization	3		MAJOR Specialization	3
		15			15
JUNIOR					
	MAJOR Specialization	6		MAJOR Specialization	6
	MINOR	3		MINOR	6
	Free Elective	6		Free Elective	3
		15			15
SENIOR					
	MAJOR Specialization	6		MAJOR Specialization	6
	MINOR	3		MINOR	3
	Free Electives	6		Free Electives	6
		15			15

Total Required for Graduation: 120 credits

*Continuation as Liberal Studies Major requires 2.0 average.

The Curricula

Majors, Specializations and Certifications

Mathematics Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S. or B.A./Mathematics
Program Director: Sr. Agnes T. Brennan, R.S.M.

Mathematics has been called the "queen of the sciences." In recent years, the increased use of statistics and quantitative methods, and the computer revolution, have caused mathematics to pervade not only the physical sciences, but the life and social sciences as well. Mathematical techniques are widely used in research, in industry, manufacturing, commerce and government. Recognizing these broad applications, College Misericordia designed its major program in mathematics to expose students to both classical and contemporary areas.

The mathematics major prepares students for careers in business, industry or government, or for future study in graduate or professional school.

Students may choose to pursue either a B.S. or a B.A. degree in mathematics. The required mathematics courses for either degree are the same. Students who choose a B.A. must complete PHY 221-222; those choosing a B.S. must complete PHY-221-222 and *either* CHM 133-134 or BIO 101-102. *All students must complete CPS 101 and CPS 121.*

Students must fulfill the core curriculum requirements of the College in addition to the minimum of 40 credits of approved mathematics courses including a senior independent project in consultation with their advisor.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

MTH 151	Calculus I	3	MTH 152	Calculus II	3
CPS 101	Introduction to Programming: Pascal	3	CPS 121	Computer Programming	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MUS 230	Music Appreciation	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

MTH 225	Calculus III	4	*MTH 244	Set Theory and Logic	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
PHY 221	General Physics I	4	ENG	Literature Core Elective	3
	Science Elective#	4	PHY	General Physics II	4
		15		Science Elective#	4
					17

JUNIOR

*MTH 241	Linear Algebra	3	*MTH 215	Mathematical Statistics	3
*MTH 363	Abstract Algebra I	3	*MTH 364	Abstract Algebra II	3
*PHL 101	Contemporary Self-Images	3	ENG 339	Technical Writing	3
SOC 110	Anthropology	3	PHL	Core Elective	3
	Free Elective	3		Free Elective	3
		15			15

SENIOR

*MTH 341	Principles of Analysis I	3	*MTH 342	Principles of Analysis II	3
MTH	Elective	3	MTH 480	Independent Study	3
RLS	Core Elective	3	MTH	Elective	3
	Free Electives	6	RLS	Core Elective	3
		15		Free Elective	1
					13

#Either BIO 101-102 or CHM 133-134 for B.S. Degree.

*Upper-division courses are offered in alternate years, so that a student's schedule may not follow this sequence exactly. For example, courses are shown in the senior year may be taken in the junior year and vice versa.

Total Required for Graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Mathematics/Computer Science Combined Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S./Mathematics and Computer Science
Program Director: Sr. Agnes Brennan, R.S.M.

College Misericordia offers a double major in mathematics and computer science which leads to a Bachelor of Science degree. The program is designed for students with strong interest in each of these fields. The program is excellent for graduate study, and also provides a solid background for employment in the ever-growing fields of statistics and computer science.

The individual curricula for the mathematics and computer science majors are very similar. To obtain a double major, students must complete the requirements for the degree in computer science, and take five additional approved upper level mathematics courses.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CPS 101	Introduction to Programming: Pascal	3	CPS 121	Computer Programming	3
MTH 151	Calculus I	3	MTH 152	Calculus II	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MUS 230	Music Appreciation	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

*CPS 231	Introduction to File Processing	4	*CPS 232	Data Structures & Algorithmic Analysis	3
MTH 225	Calculus III	4	*MTH 244	Set Theory & Logic	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
PHY 221	General Physics I	4	ENG	Literature Core Elective	3
			PHY 222	General Physics II	4
		15			16

JUNIOR

*CPS 221	Introduction to Computer Systems	3	*CPS 222	Computer Organization	3
*CPS 331	Organization of Programming Languages	3	*CPS 412	Computers and Society	3
*MTH 241	Linear Algebra	3	*MTH 215	Mathematical Statistics	3
*MTH 363	Abstract Algebra I	3	*MTH 364	Abstract Algebra II	3
*PHL 101	Contemporary Self-Images	3	ENG 339	Technical Writing	3
SOC 110	Anthropology	3	PHL	Core Elective	3
		18			18

SENIOR

*CPS 321	Operating Systems & Computer Architecture	3	*CPS 432	Database Management Systems Design	3
*CPS 431	Software Design & Development	3	*MTH 342	Principles of Analysis II	3
*MTH 341	Principles of Analysis I	3	*MTH 421	Numerical Analysis	3
MTH	Elective	3	RLS	Core Elective	3
RLS	Core Elective	3		Independent Study	3
	Free Elective	3			
		18			15

*Upper division courses are offered in alternate years, so that a student's schedule may not follow this sequence exactly. For example, courses shown in the senior year may be taken in the junior year and vice versa.

Total Required for Graduation 130 credits

The Curricula

Majors, Specializations and Certifications

Medical Technology
Major

Division of Allied Health Professions
Degree: B.S./Medical Technology
Program Director: Stanley Knapich

Through its affiliation with hospital schools of Medical Technology, College Misericordia's Medical Technology program enables students to complete the requirements for a Bachelor of Science degree in four years.

Medical Technology majors should apply for acceptance to an affiliated hospital program at the end of their fourth semester at College Misericordia. Admission to a hospital school of Medical Technology for the fourth year of study is not guaranteed. If a student is not admitted to such a program, the curriculum is arranged so that the student completes a four-year biology program at Misericordia.

Following the hospital program, the student is eligible to sit for the certification examinations offered by the Board of Registry of Medical Technologists and the National Accrediting Agency for Medical Laboratory Personnel.

The Medical Technology program does not award credit for past hospital training.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 101	Botany & Introductory Biological Principles	4	MED 100	Introduction to Medical Technology	1
CHM 133	Chemical Principles I	4	BIO 102	General Zoology	4
ENG 103	Composition	3	CHM 134	Chemical Principles II	4
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
		17			15

SOPHOMORE

BIO 251	Comparative Anatomy & Histotechnique I	4	BIO 252	Comparative Anatomy & Histotechnique II	4
CHM 243	Organic Chemistry I	4	CHM 244	Organic Chemistry II	4
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
MUS 230	Music Appreciation	3	SOC 110	Anthropology	3
		14			14

JUNIOR

CHM 353	Biochemistry	3	BIO 243	General Microbiology	4
MTH 115	Basic Statistics	3	BIO 346	General Physiology	4
PHL 101	Contemporary Self-Images	3	BIO 360	Immunology	1
POL 101	American National Government	3	ART 161	Art Appreciation	3
			PHL	Core Elective	3
RLS	Core Elective	3	RLS	Core Elective	3
CPS 100	Computer Science	3			18
		18			

SENIOR

MED 400	Clinical Microbiology	8	MED 402	Clinical Hematology/ Coagulation	5
MED 401	Clinical Chemistry	7	MED 403	Clinical Immunohematology	4
			MED 404	Clinical Immunology/ Serology	4
			MED 405	Clinical Seminar	2
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Medical Technology Clinical Associates

Divine Providence Hospital
Williamsport, PA
Loretta A. Moffatt, M.T., A.S.C.P.
Program Director
Galal Ahmed, M.D., Pathologist
Medical Director

Lancaster General Hospital
Lancaster, PA
Nadine F. Gladfelter, M.T., A.S.C.P.
Program Director
Gerald R. Fahs, M.D.
Medical Director

Polyclinic Medical Center of Harrisburg
Harrisburg, PA
Lynn Russell, M.T., A.S.C.P.
Education Cooridinator
Julian W. Potok, M.D.
Program Director

Robert Packer Hospital
Sayre, PA
James L. Bender, M.S., C.L.S.
Program Director
Joseph J. King, M.D.
Medical Director

Sacred Heart Hospital
Allentown, PA
Sandra Neiman, M.T., A.S.C.P.
Education Coordinator
Dr. Kostelnik, M.D.
Medical Director

Scranton Medical Technology Consortium
Scranton, PA
Mary Gene Butler, M.S., M.T., A.S.C.P.
Program Director
Thomas DiSilvio, M.D.
Medical Director

Wilkes-Barre General Hospital
Wilkes-Barre, PA
Helen Ruane, M.T., A.S.C.P.
Educational Coordinator
C. Warren Koehl, M.D.
Medical Director

The Curricula

Majors, Specializations and Certifications

Music Education Major

Division of Fine Arts
Degree: B.M./Music Education
Program Director: Mary Carmel McGarigle, RSM

College Misericordia's program in music education prepares graduates to teach in today's public schools in accordance with artistic standards and current, creative teaching methods. The curriculum is designed primarily for those who wish to qualify for teaching, and leads to a Bachelor of Music degree as well as a Pennsylvania certificate in music education. The field experiences required by the program begin during the freshman year, and involve observation or practicum assignments in community schools. Field experiences are arranged by the director of field experiences. Some students elect to pursue a double major in music education and music therapy.

In addition to meeting the College's general admission requirements, music education majors must successfully audition in their major performance area. A theory test is given at the time of audition. A senior recital is a requirement of the music education program.

Admission to Program

To be admitted to the program a student must meet the following criteria at the end of the freshman year:

A. A GPA of 2.5 or above. Students with a GPA between 2.0 and 2.5 may be admitted to the program conditionally if requirements are met.
B. Recommendation by at least one Music Program faculty member.
C. Satisfactory completion of one semester of field experience.
D. Active participation in the Music Education Club.
E. Successful completion of an interview with a member of the Education faculty.
F. Performance in a public recital during the second semester of freshman year (or first semester if recommended by the applied music teacher).
G. Performance on major and minor instruments before a faculty committee at the end of each semester.
H. Participation in College Chorus.

The Curricula

Majors, Specializations and Certifications

Music Education Major

Division of Fine Arts
Degree: B.M./Music Education
Program Director: Mary Carmel McGarigle, RSM

Retention In The Program

Retention in the program during the sophomore, junior and senior years is based upon the following criteria:

A. An overall GPA of 2.5 or better in the core curriculum as well as in music courses. Students who fall below 2.5 will be placed on program probation.
B. Successful completion of a field experience each semester.
C. Active participation in the Music Education Club.
D. Performance in a public recital on a major instrument each semester.
E. Performance on a major and minor instrument before a faculty committee at the end of each semester.
F. Participation in College Chorus.
G. First semester of senior year:
   1. A score of C or better in a Music Qualifying Examination.
   2. Presentation of a senior recital.

Student Teaching Requirements

Qualification for student teaching placement is based upon the following criteria:

A. A GPA of 2.5 or better in both core and music courses.
B. Successful completion of required field experiences.
C. Recommendation for teaching by the Music Program Director as well as by another faculty member.
D. Completion of all required forms for student teaching.
E. Successful completion of all courses required by the program.
F. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify the student as applicant for state certification.

Graduation Requirements

A. Students must meet all graduation requirements set by the college.
B. Students must successfully complete keyboard proficiency.
C. Students must present a senior recital.

Certification Requirements

A. Students must successfully complete 15 weeks of student teaching experience on at least two (2) grade levels.
B. Students must submit an application for Certification to the Pennsylvania Department of Education.
C. Students must successfully complete the Teacher Education Test.

The Curricula

Majors, Specializations and Certifications

Music Education Major

Division of Fine Arts
Degree: B.M./Music Education
Program Director: Mary Carmel McGarigle, RSM

SEQUENCE OF REQUIRED COURSES

FRESHMAN

MUS 010	Theory I A	2	MUS 030	Theory II A	2
MUS 020	Theory I B	2	MUS 040	Theory II B	2
MUS 111	Voice Class	1	MUS 207	Percussion Class	1
MUS	Applied Music	2	MUS	Applied Music	2
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
		16			16

SOPHOMORE

MUS 050	Theory III A	2	MUS 070	Theory IV A	2
MUS 060	Theory III B	2	MUS 080	Theory IV B	2
MUS 205	Survey of Music History I	3	MUS 206	Survey of Music History II	3
MUS 211	Wind Instrument Class	1	MUS 212	Wind Instrument Class II	1
MUS	Applied Music	2	MUS	Applied Music	2
EDU 100	Educational Foundations	3	EDU 200	Educational Psychology	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		16			16

JUNIOR

MUS 105	String Instrument Class I	1	MUS 106	String Instrument Class II	1
MUS 282	Laboratory Band I	.5	MUS 107	Dance I	1
MUS 327	Conducting	2	MUS 283	Laboratory Band II	.5
MUS 363	Music Education I	3	MUS 364	Music Education II	3
MUS	Applied Music	2	MUS 370	Instrument Music Methods	2
CPS 100	Introduction to Programming: BASIC	3	MUS 412	Orchestration	2
			MUS	Applied Music	2
PHL 101	Contemporary Self-Images	3	RLS	Core Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
		17.5			17.5

SENIOR

MUS	Applied Music	2	MUS 317	Twentieth Century Trends	2
ART 161	Art Appreciation	3	MUS	Applied Music	2
EDU 380	Senior Seminar	0	PHL	Philosophy Core	3
EDU 495	Student Teaching	9	POL 100	American National Government	3
EDU 498	Seminar	0	RLS	Core Elective	3
			SOC 110	Anthropology	3
				Free Elective	3
		14			19

All students are required to participate in College Chorus (MUS 601) each semester.

Total Required for Graduation: 132 credits

The Curricula

Majors, Specializations and Certifications

Music Therapy Major

Division of Fine Arts
Degree: B.M./Music Therapy
Program Director: Diane Tupper

The music therapy program provides students with a liberal arts background as well as clinical practicum experience in music therapy. Students work with the aged, exceptional children, retarded adults and the mentally ill.

Requirements for graduation include six semesters or 120 client contact hours under supervision, and a senior recital or research project.

Beginning in the sophomore year, students must provide their own transportation to the clinical practicum. With the approval of the program director, transfer music therapy students may acquire 40 of the required 120 clients contact hours during summers and holidays.

After the senior year, to be eligible for registration status, students must pass a national music therapy test and successfully complete a six-month internship at a facility approved by the National Association for Music Therapy.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

MUS 010	Theory I A	2	MUS 030	Theory II A	2
MUS 020	Theory I B	2	MUS 040	Theory II B	2
MUS 111	Voice Class	1	MUS 160	Therapy Seminar	1
MUS	Applied Music	2	MUS	Applied Music	2
ENG 103	English Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
		16			16

SOPHOMORE

MUS 050	Theory III A	2	MUS 070	Theory IV A	2
MUS 060	Theory III B	2	MUS 080	Theory IV B	2
MUS 205	Survey of Music History I	3	MUS 206	Survey of Music History II	3
MUS 208	Orientation to Therapy	2	MUS 253	Music Therapy Techniques	2
MUS 380	Clinical Practicum	1	MUS 380	Clinical Practicum	1
MUS	Applied Music	2	MUS	Applied Music	2
PHL 101	Contemporary Self-Images	3	PHL 225	Medical Ethics	3
RLS	Core Elective	3	SED 100	Exceptional Children	3
		18			18

JUNIOR

MUS 159	Guitar Class	1	MUS 106	Dance I	1
MUS 211	Wind Instrument Class I	1	MUS 207	Percussion Class	1
MUS 352	Influence of Music on Behavior	3	MUS 212	Wind Instrument Class II	1
MUS 380	Clinical Practicum	1	MUS 251	Music in Therapy	3
MUS	Applied Music	2	MUS 380	Clinical Practicum	1
BIO 103	General Biology I	3	MUS 412	Orchestration	2
RLS	Core Elective	3	MUS	Applied Music	2
SOC 110	Anthropology	3	BIO 104	General Biology II	3
		17	PSY 430	Maladaptive Behavior	3
					17

SENIOR

MUS 105	String Instrument Class	1	MUS 283	Lab Band	.5
MUS 282	Lab Band	.5	MUS 317	Twentieth Century Music	2
MUS 327	Conducting	2	MUS 380	Clinical Practicum	1
MUS 380	Clinical Practicum	1	MUS 454	Psychology of Music II	2
MUS 453	Psychology of Music I	2	MUS	Applied Music	2
MUS	Applied Music	2	ART 161	Art Appreciation	3
ENG	Literature Core Elective	3	BIO 205	Anatomy and Physiology	3
POL 100	American National Government	3	ENG	Literature Core Elective	3
	Free Elective	3			
		17.5			16.5

All students are required to participate in College Chorus (MUS 601) each semester.

Total Required for Graduation: 136 credits

The Curricula

Majors, Specializations and Certifications

Nursing Major

Division of Nursing
Degree: B.S./Nursing
Program Director:
Florence Bourcier

PHILOSOPHY

College Misericordia's nursing faculty is concerned with the worth and dignity of the total person. The Division of Nursing strives for a holistic view of each human being, taking into account physical structure, mind, spirit, and both the physical and social environment in which one lives. Persons are perceived within the context of a family unit, a unit which maintains the stability of society while it provides the flexibility necessary for the individual growth of all its members.

It is the Nursing Department's philosophy that health and illness are intricately related in the dynamics of wellness. It is believed that the level of wellness attained by an individual is directly related to and influenced by the family's and the community's level of wellness. The nursing faculty believes that a person has a right to that level of wellness which enables the maximization of potential as an individual, as a family member and as a community leader.

The practice of professional nursing is an essential service which assists in the prevention of illness and the promotion, maintenance and restoration of wellness. The professional nurse accepts the responsibility for obtaining the knowledge and skills necessary to reach that goal.

The nursing student at College Misericordia is prepared to be a generalist who with other professional and allied health personnel can provide health care services to persons, families and community groups in a variety of settings. The nursing program at Misericordia educates the beginning professional nurse to provide vital, effective nursing services in a total health care system.

The nursing process draws upon intellectual, interpersonal and technical skills. The nursing program provides for the development of these skills through a curriculum which includes a strong liberal arts background as well as theoretical and practical nursing training. Students learn to assess, plan, implement and evaluate health and nursing care services. The nursing program provides a sound base for graduate study.

POLICIES

In addition to the general policies of College Misericordia, the following regulations apply to students in the Division of Nursing:

Off-Campus Student Employment

It is the policy of the Division of Nursing that students carrying 12 credit hours cannot commit themselves to more than 24 hours a week in off-campus positions. Full-time nursing students who wish to work part-time should discuss their plans with their faculty nursing advisor.

When students are employed in a health agency, they may not perform the functions of a professional or practical nurse.

The Curricula

Major Certification

Nursing Major

Academic Advisement
Faculty members assist students in planning their academic schedule each semester. Faculty advisors are available to provide individual counseling and advisement as needs arise.

Absences
Students are expected to attend classes and clinical practica. Absences from clinical practica are permitted only in unusual circumstances. Time lost from clinical practica must be made up.

Transportation
Students are responsible for their own transportation to and from clinical agencies. Students will be assigned to clinical agencies located in Luzerne and Lackawanna counties. Each student is required to have an automobile for Community Health Nursing. Area health agencies cooperating with the nursing program include: Community Medical Center, Scranton; Friendship House, Scranton; Meadows Nursing Center, Dallas; Mercy Hospital, Scranton; Mercy Hospital, Wilkes-Barre; Nesbitt Memorial Hospital, Kingston; Pennsylvania Department of Health, Luzerne and Lackawanna Counties; Veteran's Administration Medical Center, Wilkes-Barre, and others.

Special Expenses
In addition to the College tuition and fees, expenses for the nursing program include: nursing uniforms, laboratory and nursing fees, liability insurance, National League for Nursing Achievement and/or other assessment tests, State Board of Nursing Licensure and Examination, and the nursing pin. Although not required, students are urged to join the Student Nurse Association of Pennsylvania.

Insurance Liability and CPR Certification
Liability insurance and CPR certification are required prior to enrolling in any nursing course.

Medical/Health Care Insurance
Students are responsible for providing their own health care insurance. Students are responsible for any and all health care financial obligations incurred. Health care insurance is available for students through the College.

Physical Examinations
Annual physical examinations are required for admission to nursing courses, and records of the examinations must be on file in the Student Health Services office by July 1 of each academic year. Health requirements specified by the Division of Nursing must be fulfilled.

Clinical Capabilities of Students in Nursing
It is the faculty's belief that students of nursing are responsible for the knowledge and practice of theory and practical skills acquired in the nursing curriculum. The faculty believe that students of nursing need time to learn and to apply theory and skills for the development of safe nursing practice. Therefore, the faculty believes that safety is of utmost importance in clinical practice for both the student and the client.

The Curricula

Majors, Specializations and Certifications

Nursing Major

The Division of Nursing stipulates provisions for all students of nursing. The provisions state that the student of nursing will be able to:

1. Fulfill the clinical objectives related to physical and sensory nursing activities.
2. Comply with contracted agency policies for physical and sensory abilities in the clinical setting.
3. Provide written documentation by a physician regarding the students' abilities for clinical practice.
   Additional information may be found in the Division of Nursing policies for physical examination.

Selection, Advancement and Graduation Criteria

Admission into Pre-Nursing

Students admitted to the Pre-Nursing Program (freshman year) must meet the general admission requirements of College Misericordia. Applicants must have completed one year each of chemistry, biology, and math (including a semester of algebra) in high school, achieving at least a grade of "C" in each course. Admission to the Pre-Nursing Program does not guarantee advancement into the professional nursing program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the professional nursing major is made during the freshman year. Forty-five (45) seats are available at the sophomore level. Screening of eligible applicants will occur at the end of freshman year and again at the end of the first semester of sophomore year based upon the following criteria:

A. The criteria used for the first screening include:
   1. a G.P.A. of 2.5 or above each semester and overall;
   2. a score at or above the 40th percentile on the National League for Nursing preadmission test administered at the end of the freshman year;
   3. documented participation in Nursing Division activities or College Misericordia's chapter of S.N.A.P.;
   4. at least 30 hours of documented service (15 hrs/semester) in a health care setting — references are required;
   5. a personal interview with the Academic Review Committee of the Division of Nursing may be required.

B. The criteria used for the second screening include:
   1. a G.P.A. of 2.5 or above each semester and overall;
   2. a score at or above the 40th percentile on the National League for Nursing preadmission test administered at the end of the freshman year;

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Majors, Specializations and Certifications

Nursing Major

3. documented participation in Nursing Division activities and/or College Misericordia's chapter of S.N.A.P.;
4. at least 45 hours of documented service (15 hrs/semester) in a health care setting — references are required;
5. a personal interview with the Academic Review Committee of the Division of Nursing may be required.

C. Submission of medical documentation which confirms student's ability to successfully fulfill all program requirements, mentally and physically.

D. Admission to the nursing major will be preferential based on completion of criteria, seats available.

Pre-nursing students' records will be monitored for advisement purposes.

Retention in a Nursing Major

Retention in the program is based upon the following criteria:

A. Maintenance of a GPA of 2.5 each semester.

B. Maintenance of an overall GPA of 2.5.

C. Successful achievement of a score at or above the 40th percentile in National League for Nursing achievement tests following each year of professional study.

D. Compliance with the Nursing Student Code of Ethics (see Division of Nursing Student Handbook for details).

E. The sequential nature of the major dictates that all specified prerequisites in the major be successfully completed before proceeding to the next semester.

Failure to meet one or more of these criteria may result in the student's dismissal from the program. Appeal policies appear in the *Division of Nursing Student Handbook*.

Graduation Requirements

A. Students must meet all of the graduation requirements established by College Misericordia and the Division of Nursing. (See Division of Nursing Student Handbook for details.)

B. Students must successfully attain a score at or above the 40th percentile in a major specific competency examination.

State Board Requirements

The Division of Nursing, in accordance with the State Board of Nurse Examiners advises all nursing students that felonious acts prohibit licensure in Pennsylvania as of January 1, 1986. The following is taken from the Law.

The Board shall not issue a license of certificate to an applicant who has been:

The Curricula

Majors, Specializations and Certifications

Nursing Major

1. convicted* of a felonious act prohibited by the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act", or
2. convicted* of a felony relating to a controlled substance in a court of law of the United States and any other state, territory or country unless:
   a. at least ten years have elapsed from the date of the conviction;
   b. the applicant satisfactorily demonstrates to the Board significant progress in personal rehabilitation since the conviction such that licensure should not create a substantial risk of further violations; and
   c. the applicant otherwise satisfies the qualifications contained in this act.

A person convicted of any felonious act may be prohibited from licensure by the Board of Nursing at any time.

**Convicted includes a judgment, an admission of guilt or a plea of nolo contendere.*

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Majors, Specializations and Certifications

Nursing Major

(Freshman Year — Pre-Nursing)
(Sophomore, Junior, Senior Years — Professional Program)

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CHM 104	General Chemistry II	3	CHM 105	Introduction to Organic Chemistry	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	POL 100	American National Government	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SOC 110	Anthropology	3	RLS	Core Elective	3
		15			15

SOPHOMORE

BIO 211	Anatomy and Physiology	4	NSG 200	Introduction to Nursing Concepts	3
BIO 227	Bacteriology	4	NSG 265	Basic Clinical Nursing Strategies	1
ENG	Core Elective	3	BIO 212	Anatomy and Physiology	4
F&N 241	Fundamentals of Nutrition	3	ENG	Core Elective	3
PHL	Core Elective	3	PHL	Core Elective	3
			SOC 321	The Family	3
		17			17

JUNIOR

NSG 350	Intermediate Nursing Concepts I	3	NSG 351	Intermediate Nursing Concepts II	3
NSG 355	Application of Intermediate Nursing Concepts I	3	NSG 356	Application of Intermediate Nursing Concepts II	3
NSG 361	Clinical Application of Intermediate Concepts I	4	NSG 362	Clinical Application of Intermediate Nursing Concepts II	4
NSG 365	Intermediate Clinical Nursing Strategies	1	NSG 366	Advanced Clinical Nursing Strategies	1
ART 161	Art Appreciation	3	NSG 390	Nursing Research	3
MTH	Mathematics Bank II	3	MUS 230	Music Appreciation	3
		17			17

SENIOR

NSG 450	Advanced Nursing Concepts I	3	NSG 451	Advanced Nursing Concepts II	3
NSG 455	Application of Advanced Nursing Concepts I	3	NSG 456	Application of Advanced Nursing Concepts II	3
NSG 461	Clinical Application of Advanced Nursing Concepts I	4	NSG 462	Clinical Application of Advanced Nursing Concepts II	4
RLS	Core Elective	3	NSG 495	Leadership and Issues in Nursing Seminars	2
	Free Elective	3		Free Elective	3
		16			15

Total Required for Graduation 129 credits

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Majors, Specializations and Certifications

Occupational Therapy Major

Division of Allied Health Professions
Degree: B.S./Occupational Therapy
Program Director: Stephen L. Heater

College Misericordia's program in Occupational Therapy provides students with knowledge, skills and techniques necessary to assume entry level positions as registered occupational therepists. The prescribed course study meets or exceeds the requirements of an accredited educational program for occupational therepists as established by the American Occupational Therapy Association.

The primary responsibility of the occupational therapist is to help the disabled and disadvantaged achieve a maximum level of independent functioning in self-care, work and leisure occupations. Occupational Therapy graduates are readily employed in clinics, hospitals, home health agencies, rehabilitation centers, mental retardation centers, schools, nursing homes, psychiatric centers, and other related human service agencies. The College's program is associated with more than 100 hospitals nationwide which provide comprehensive fieldwork options for Occupational Therapy students.

College Misericordia's program is occupational Therapy is solidly based in the liberal arts and sciences and the traditional philosophical concepts that guide the profession. The program supports the belief that human beings are intrinsically motivated to fulfill their basic needs through purposeful occupation. Occupation, as it is translated into self care, work and play/leisure, provides the foundation for growth, development and adaptation throughout the lifespan. The program adheres closely to the belief that purposeful occupation and its effectiveness in promoting growth, change and adaptation, makes Occupational Therapy unique among health care professions.

The Occupational Therapy Program is accredited by the committee on Allied Health Education and Accreditation of the American Medical Association in conjunction with the Accreditation Committee of the American Occupational Therapy Association. Graduates of the program will be able to sit for the national certification examination for the occupational therapist administered by the American Occupational Therapy Certification Board. After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). Many states require licensure in order to practice, however, state licenses are usually based on the results of the AOTCB Certification Exam.

POLICIES

In addition to the general policies of College Misericordia, the following regulations apply to Occupational Therapy majors:

Fieldwork

Students are responsible for their transportation and travel costs to and from assigned practicum and fieldwork centers. Such assignments begin in the sophomore year and continue throughout the program. Students should expect to pay room and board expenses during the senior year fieldwork assignments in the event that the affiliated hospital or clinic does not cover such expenses.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy
Major

Related Expenses

Additional expenses for OT students normally include laboratory fees, uniforms, name pins, school patches, malpractice liability insurance and certification examination fee. Although not required, students are urged to join the American Occupational Therapy Association and the Pennsylvania Occupational Therapy Association at the reduced student rate.

Selection, Advancement and Graduation Criteria

Admission into Pre-Occupational Therapy

Students admitted into Pre-Occupational Therapy (freshman year) must meet the general admission requirements of College Misericordia. Applicants must have one year of high school chemistry and one year of biology with grades of "C" or better. Admission to PreOT does not guarantee advancement into the professional OT Program. (sophomore, junior, senior year). (Sixtyfive (65) seats are available in PreOT each year).

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Forty (40) seats are available at the sophomore level. Students will be ranked at midsemester in the spring of their freshman year, based upon the following criteria:

A. A minimum 2.5 GPA; transfers must also demonstrate a 2.5 GPA to be eligible for advancement. Students with GPA's of 2.0 to 2.5 may be accepted conditionally if space is available. A 2.5 GPA must be achieved by the end of the sophomore year.

B. Attendance in OT 101/102 Seminar. (Transfers may substitute 100 hours of documented service in an occupational therapy setting).

C. Documented participation in College Misericordia Student OT Association and related program activities. (Transfers must attend at least two district or local OT meetings and show documentation accordingly).

D. At least 30 hours of documented service in a health care setting. References required.

E. A personal interview with the Occupational Therapy Student Selection and Retention Committee.

F. Submission of medical documentation which confirms students' ability to successfully fulfill all program requirements, mentally and physically.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy
Major

Retention in the Program

Retention in the Program is based upon the following criteria:

A. Maintenance of a 2.5 overall GPA each semester.

B. Successful completion of the OT Comprehensive Examination administered at the end of the sophomore year, junior year and fall semester senior year with a score of 74% or better.

C. Compliance with the Occupational Therapy Student Code of Ethics (see OT Student Handbook for details).

D. Successful completion of all retention criteria listed in the OT Student Handbook.

E. The sequential nature of the major dictates that all specified prerequisites in the major be successfully completed before proceeding to the next semester.

Failure to meet one or more of these criteria will result in the student's dismissal from the program. Appeal policies appear in the OT Student Handbook.

Graduation Requirements

A. Students must meet all of the graduation requirements established by College Misericordia.

B. Students must complete all required Comprehensive Examinations with a score of 74% or better.

COTA (Certified OT Assistant) Transfers

A limited number of junior entrylevel positions are available each year for COTA's who possess the AS/AAS degree. Three options exist for COTA entry:

1. full or parttime day classes.
2. parttime, weekend college study.

For options 1 and 2, COTA's must meet the following minimum advancement criteria:

-demonstrate completion of the following prerequisites at the college level

Introduction to Psychology (Psy 123 or equivalent)	3 cr.
-Composition (Eng 103 or equivalent	3 cr.
-Anthropology (Soc 110 or equivalent)	3 cr.
-Gerontology (Ger 241 or equivalent)	3 cr.
-Anatomy & Physiology (Bio. 211/212) or equivalent	6 cr.
-Physics (PHY 107 or equivalent)	3 cr.
-Statistics (MTH115 or equivalent)	3 cr.
-Research Methods (Psy 232 or equivalent)	3 cr.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy
Major

***Note:** It is expected that some prerequisite credits will transfer from the COTA program attended: a course by course comparison will be conducted by the Registrar to determine accepted credits. AS/AAS degree holders will complete a maximum of 70 credits at College Misericordia. Candidates for advancement will be advised to take as many of these prerequisites as possible at College Misericordia. (Transfer policies are currently under review, and are subject to change.)

-possess the AS/AAS degree from an AOTA approved OTA curriculum.
-hold current certification by the AOTCB. (Weekend college COTA's must be employed at least part-time throughout the program). Documentation will be required.
-demonstrate a minimum of 2.5 GPA in all college course work attempted.
-provide three (3) letters of reference; two (2) must be from OTR supervisors, coworkers or OTA Program faculty, attesting to potential for success in the program.
-successfully sit the 200 Level Sophomore Comprehensive Examination administered by the OT Program. (74% or C necessary for advancement).
-sit an interview with the OT student Selection and Retention Committee.

3. Teaching Assistant
COTA's who possess the AS/AAS degree and two years of experience may apply for entry at the junior level as a Teaching Assistant. A limited number of spaces will be available each year. Selection is based upon overall GPA, years of experience as a COTA, demonstrated teaching ability and a personal interview with the OT Student Selection and Retention Committee. Interested COTA's should contact the OT office directly for application information.

Transfers

Transfers are considered for PreOT each year on a space available basis. Transfers must meet the prescribed advancement criteria outlined in the freshman (PreOT) year. An interview with the Director of OT Programs is advised so that transfers are apprised of all options available to them.

Policies

In addition to the general policies of College Misericordia, the following regulartions apply to Occupational Therapy majors:

Fieldwork

Students are responsible for their transportation and travel costs to and from assigned practicum and fieldwork centers. Such assignments begin in the sophomore year and continue throughout the program. Students should expect to pay room and board expenses during the senior year fieldwork assignments in the event that the affiliated hospital or clinic does not cover such expenses.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy

Major

(Freshman Year — Pre-occupational Therapy)
(Sophomore, Junior, Senior Years — Professional Program)

SEQUENCE OF REQUIRED COURSES

FRESHMAN

*OT 101	OT Seminar (or equivalent)	0	*OT 102	OT Seminar (or equivalent)	0
*BIO 103	General Biology I	3	*BIO 104	General Biology II	3
*ENG 103	Composition	3	*GER 241	Introduction to Gerontology	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	POL 100	American National Government	3
*PSY 123	Introduction to Psychology	3	*SOC 110	Anthropology	3
		15			15

*required for advancement into sophomore level.

SOPHOMORE

OT 203	Human Development and Occupational Performance	3	OT 204	History, Philosophy & Functions	3
OT 209	Occupational Processes and Analysis I	2	OT 210	Occupational Processes and Analysis II	2
OT 217	Concepts of Wellness	3	BIO 212	Anatomy & Physiology	4
BIO 211	Anatomy & Physiology	4	PSY 232	Research Methods	3
MTH 115	Basic Statistics I	3	RLS	Core Elective	3
PHY 107	Introduction to Physics I	3			
		18			15

JUNIOR

OT 301	OT Intervention I	4	OT 302	OT Intervention II	4
OT 309	Sensorimotor Processes and Occupational Performance	3	OT 310	Movement, Measurement and Occupational Performance	3
OT 317	Practicum I	1	OT 318	Practicum II	1
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
MUS 230	Music Appreciation	3	ENG	Literature Core Elective	3
PSY 430	Maladaptive Behavior	3	PHL 101	Contemporary Self-Images	3
		17			17

SENIOR

OT 401	OT Intervention III	4	OT 440	Fieldwork in Psycho-social Rehabilitation	6
OT 415	Practicum III	1			
OT 419	Administration & Supervision	2	OT 444	Fieldwork in Physical-social Rehabilitation	6
PHL	Core Elective	3	OT 446	Special Interest Fieldwork	(2-3)
RLS	Core Elective	3		(post-graduate option)	
	Free Elective	3			12
		16			

Total Required for Graduation: 125 credits

The Curricula

Occupational Therapy Clinical Associates

CALIFORNIA

Centre For Neuro Skills
Bakersfield, California
Laurie Recalde, OTR

Veterans Administration Medical Center
San Diego, California
Patricia Gerko, OTR

COLORADO

Wheat Ridge Regional Center
Wheat Ridge, Colorado
Wendy Sime, OTR/L

CONNECTICUT

Gaylord Hospital
Wallingford, Connecticut
Carolyn Morrone, OTR/L

DELAWARE

Alfred I. DuPont Institute
Wilmington, Delaware
Cheryl Ann Demo, OTR

Eugene DuPont Memorial Hospital
Wilmington, Delaware
Cynthia O'Neill, OTR

John G. Leach School
New Castle, Delaware
Donald C. Temme, OTR

Stockley Center
Georgetown, Delaware
Dawn Stewart, OTR

DISTRICT OF COLUMBIA

Greater Southeast Community Hospital
Washington, District of Columbia
Maggie Ritz, OTR

National Rehabilitation Hospital
Washington, District of Columbia
Susan Merrill, MA., OTR/L

Psychiatric Institute of Washington
Washington, District of Columbia
Sandra Cohen, OTR

Walter Reed Army Medical Center
Washington, District of Columbia
Lt. Joan Lyon

FLORIDA

Bethesda Memorial Hospital
Boyton Beach, Florida
Gail Norris, OTR/L

Forty Fifth Street Mental Health Center
West Palm Beach, Florida
Karen Knowles, OTR/L

Lake Hospital
Lakeworth, Florida
Pat Arnold, OTR/L

Pinecrest Hospital
Delray Beach, Florida
Jan Miller, OTR

Veterans Administration Medical Center
Baypines, Florida
Donna Archer, OTR

GEORGIA

Emory University Hospital
Atlanta, Georgia
Claudia Zuech, OTR/L

ILLINOIS

Mercy Hospital and Medical Center
Chicago, Illinois
Barbara Townsend, OTR

KANSAS

Bethany Medical Center
Kansas City, Kansas
David Blodgett, MA, OTR

KENTUCKY

Frazier Rehabilitation Center
Louisville, Kentucky
Kerrie Johnson, OTR/L

MARYLAND

Maryland School For The Blind
Baltimore, Maryland
Peggy Outen, OTR/L

Montogomery County Public Schools
Bethesda, Maryland
Victoria Bell, MS, OTR

The Curricula

Occupational Therapy Clinical Associates

MARYLAND

St. Agnes Hospital
Baltimore, Maryland
Carol Kammer, OTR/L

Washington County Hospital Association
Hagerstown, Maryland
Emily Jeter, OTR/L

MASSACHUSETTS

New England Sinai Hospital
Stoughton, Massachusetts
Cindy Bertrand, OTR

Spaulding Rehabilitation Hospital
Boston, Massachusetts
Virginia Morgan, OTR

Veteran Administration Medical Center
Northampton, Massachusetts
Grace Calcano, OTR/L

MICHIGAN

Lafayette Clinic
Detroit, Michigan
Mary Kay Currie, OTR

Pontiac Osteopathic Hospital
Pontiac, Michigan
Peggy Fillion, OTR

The Rehabilitation Institute
Detroit, Michigan
Laura Miller, OTR

MONTANA

Montana Deaconess Medical Center
Great Falls, Montana
Kathy Bradley, OTR

NEW JERSEY

Betty Bacharach Rehabilitation Hospital
Pomona, New Jersey
Sharon Grunow, OTR

Children's Specialized Hospital
Westfield-Mountainside, New Jersey
Claire Daffner, OTR

NEW JERSEY

Essex Country Hospital
Cedar Grove, New Jersey
Fieldwork Coordinator

Garden State Rehabilitation Hospital
Toms River, New Jersey
Julie Metcalf, OTR

Hand Rehabilitation Center
Union, New Jersey
Gloria Hershman, OTR

John F. Kennedy Medical Center
Edison, New Jersey
Mary Beth Ward, OTR

Kessler Institute for Rehabilitation
West Orange, New Jersey
Claude Lundgren, OTR

Marlboro Psychiatric Hospital
Marlboro, New Jersey
Joan Tucker, OTR

Our Lady Of Lourdes EIP
Camden, New Jersey
Margaret Schock, OTR

Overlook Hospital
Summit, New Jersey
Renee Zarneti, OTR

Rehabilitation Center for the Handicapped
Morris Plains, New Jersey
Carolyn Young, C.O.T.A.

St. Barnabas Medical Center
Livingston, New Jersey
Susan Grover, OTR

St. Lawrence Rehabilitation Center
Lawrenceville, New Jersey
Joan Manley, OTR/L

Somerset Medical Center
Somerville, New Jersey
Janice Zuzov, OTR

The Curricula

Occupational Therapy Clinical Associates

NEW JERSEY

Step By Step EIP
Camden, New Jersey
Carol Petrokonis, OTR/L

Trenton Psychiatric Hospital
West Trenton, New Jersey
Marie L. Peterson, OTR

Welkind Rehabilitation Hospital
Chester, New Jersey
Ellen Persechino, OTR

NEW YORK

Albany Medical Center
Albany, New York
Barbara Hart, OTR/L

Binghamton Psychiatric Center
Binghamton, New York
Connie Russell, OTR

Brooklyn Developmental Center
Brooklyn, New York
Miriam Kothencz, OTR

Broome Developmental Center
Binghamptom, New York
Merida Pedro, OTR

Churchill School for Learning Disabilities
New York, New York
Nancy Carroll, OTR

Downstate Medical Center
Brooklyn, New York
Toni Hanna, OTR

Elizabeth A. Horton Memorial Hospital
Middletown, New York
Jane Cassatta, OTR

Handicapped Children's Association of
Southern New York
Johnson City, New York
Julianne Keller, OTR

Hillside Hospital of Long Island
Glen Oaks, New York
Nedra Loeb, MS, OTR

Hospital of the Albert Einstein College of
Medicine
Bronx, New York
Janet Bedney, OTR/L

J.N. Adam Developmental Center
Perrysburg, New York
Margaret Stratton, OTR

Lourdes Hospital
Binghampton, New York
Tammy Telfor, OTR

Rehabilitation Services
Binghamton, New York
Dittie Joe McElwain, OTR/L

St. Francis Hospital
Poughkeepsie, New York
Peggy Loscalzo, OTR

Sullivan Diagnostic Treatment Center
Harris, New York
Cheryl Labella, OTR/L

UHS-Wilson Division
Johnson City, New York
Joan Green, OTR

UHS-Wilson Division
Johnson City, New York
Wendy Carter, OTR

Veterans Administration Medical Center
Albany, New York
Barbara Carey, OTR

Veterans Administration Medical Center
Albany, New York
Becky Campis, OTR

Veterans Administration Medical Center
Bronx, New York
Enid Weissman, OTR

Wassaic Developmental Center
Wassaic, New York
Deborah Shaffer, OTR

OHIO

Nisonger Center
Columbus, Ohio
Carolyn Patterson, MS, OTR/L

The Curricula

Occupational Therapy Clinical Associates

OHIO

Ohio State University Hospital
Columbus, Ohio
Pat Warnecke, OTR/L

PENNSYLVANIA

Adult Services Unlimited
Plains, Pennsylvania
Judy Giovanelli

Albert Einstein Medical Center
Philadelphia, Pennsylvania
Cynthia Kwasniewski, OTR/L

Allentown State Hospital
Allentown, Pennsylvania
Gregory Boyer,OTR/L

Allied Home Health Services
Scranton, Pennsylvania
Maria Palonis

Allied Services for the Handicapped
Scranton, Pennsylvania
Judith Doss, OTR/L

Altoona Hospital Community Mental Health Center
Altoona, Pennsylvania
Kim Witkovski, OTR/L

Beaver County Community Mental Health Center
Rochester, Pennsylvania
Dorthy Witke, OTR/L

Bryn Mawr Rehabilitation Hospital
Malvern, Pennsylvania
Mary Beth Hoffman, OTR/L

Central Susquehanna IU #16
Lewisburg, Pennsylvania
Adrienne Roth, OTR/L

Chambersburg Hospital
Chambersburg, Pennsylvania
Melanie Wennick, OTR/L

Children's Hospital of Philadelphia
Philadelphia, Pennsylvania
Lisa Kurtz, OTR/L

Clarks Summit State Hospital
Clarks Summit, Pennsylvania
Karl Young, OTR/L

Colonial Northampton Intermediate Unit 20
Nazareth, Pennsylvania

Columbia Montour Home Health
Bloomsburg, Pennsylvania
Pam Miller, OTR

Community Medical Center
Scranton, Pennsylvania
Kathy Ulkoski, COTA/L

Conemaugh Valley Hospital
Johnstown, Pennsylvania

Conemaugh Valley Hospital
Johnstown, Pennsylvania
Elizabeth Swan, OTR/L

Crozier-Chester Medical Center
Chester, Pennsylvania
Donald Mitchell, OTR/L

Danville State Hospital
Danville, Pennsylvania
Christine Hischmann, MS, OTR/L

Divine Providence Hospital
Williamsport, Pennsylvania
Barbara Arns, OTR/L

Eagleville Hospital
Eagleville, Pennsylvania
Janet Tobia, OTR/L

Easton Hospital
Easton, Pennsylvania
Noreen Zavorsky, OTR/L

Elizabethtown Hospital
Elizabethtown, Pennsylvania
Jean Savina,.OTR/L

Eugenia Hospital
Lafayette Hills, Pennsylvania
Joan Eltonhead, OTR/L

The Curricula

Occupational Therapy Clinical Associates

PENNSYLVANIA

Fox Chase Cancer Center
Philadelphia, Pennsylvania
June P. Villeco, OTR/L

Geisinger Medical Center
Danville, Pennsylvania
Richard Schoch, OTR/L

Geisinger-Wyoming Valley Medical Center
Wilkes-Barre, Pennsylvania
Grace Fischer, MS, OTR/L

Good Shepard Home Raker Center
Allentown, Pennsylvania
Margee Disalvi, OTR/L

Hamburg Center
Hamburg, Pennsylvania
Hilary Gruber, OTR/L

Hand Rehabilitation Center
Scranton, Pennsylvania
Jolene Eastburn, OTR/L

Hazleton-Nanticoke MH/MR Center
Nanticoke, Pennsylvania
Carl Witkowski

Head Injury Recovery Center at Hl
Milford, Pennsylvania
Jill Shuette, OTR/L

Highland Manor Nursing Home
Exeter, Pennsylvania
Joyce Hazeltine, OTR/L

Hiram G. Andrews Rehabilitation Center
Johnstown, Pennsylvania
Chester Ganczarz, OTR/L

Harmarville Rehabilitation Center
Pittsburgh, Pennsylvania
Mary Lou Kieshauer, OTR/L

Harrisburg State Hospital
Harrisburg, Pennsylvania
Linda Pratt, OTR/L

Haverford State Hospital
Haverford, Pennsylvania
Ellen Kremer, OTR/L

Holy Spirit Hospital CMHC
Camp Hill, Pennsylvania
Joan Walters, OTR/L

Horsham Clinic
Ambler, Pennsylvania
Linda Crowll, OTR/L

Institute of PA Hospital
Philadelphia, Pennsylvania
Susan Gross, OTR/L

John Heinz Institute of Rehabilitation
Wilkes-Barre, Pennsylvania
Lisa Petcavich, OTR/L

Ken Crest Services
Philadelphia, Pennsylvania
Densie Mayhan, OTR/L

Lackawanna ARC
Scranton, Pennsylvania
Bill Gibbons

Lancaster County Easter Seals Society
Lancaster, Pennsylvania
Beth P. Shelley, OTR/L

Leader East Nursing Home
Kingston, Pa.
Marianne Vita, COTA

Leader West Rehabilitation Center
Kingston, Pa.
Lori Williams, COTA/L

Luzerne County VNA
Kingston, Pa.
Maurice Brubaker, OTR/L

Luzerne IU #18
Kingston, Pa.
Ellen McLaughlin, OTR/L

The Curricula

Occupational Therapy Clinical Associates

PENNSYLVANIA

Luzerne Wyoming County Mental Health
Tunkhannock, Pa.
Louis Borino

Magee Rehabilitation Hospital
Philadelphia, Pennsylvania
Maureen Freda, OTR/L

Marion Parish, OTR/L
Williamsport, Pennsylvania

Mayview State Hospital
Bridgeville, Pennsylvania
Ardath MC Dermont, OTR/L

McKeesport Hospital
McKeesport, Pennsylvania
Susan C. Johnson, OTR/L

Meadows
Centre Hall, Pennsylvania
Patricia McCool, C.T.R.S.

Mercy Health Care Center
Nanticoke, Pennsylvania
Susan Lazor, COTA/L

Mercy Hospital
Johnstown, Pennsylvania
Barbara Lehman, OTR

Mercy Hospital
Wilkes-Barre, Pennsylvania
Bill Monaghan

Mercy Hospital
Pittsburgh, Pennsylvania
Mary Lucas BODE, OTR/L

Mercy Hospital
Pittsburgh, Pennsylvania
Pam Woodruff, OTR/L

Moss Rehabilitation Hospital
Philadelphia, Pennsylvania
Phyllis Trahey, OTR/L

Muhlenberg Hospital Center
Bethlehem, Pennsylvania
Leila Lurch, OTR/L

Neshaminy Manor Home
Doylestown, Pennsylvania
Karen Cohen, OTR/L

Norristown State Hospital
Norristown, Pennsylvania
Janet Nesbitt, OTR/L

Northeast Intermediate Unit #19
Dunmore, Pennsylvania
Christa Parry, OTR/L

Northwestern Institute of Psychiatry
Fort Washington, Pennsylvania
Mari-Cay J. Nelson, OTR/L

Pennsylvania Hand Center, LTD.
Bryn Mawr, Pennsylvania
Kristine Wellborne, OTR

Philadelphia Psychiatric Center
Philadelphia, Pennsylvania
Pat Duffy, OTR/L

Philadelphia State Hospital
Philadelphia, Pennsylvania
Pat McClaine, OTR/L

Philhaven Hospital
Mt. Gretna, Pennsylvania
Linda Wenger, OTR/L

Presbyterian University Hospital
Pittsburgh, Pennsylvania
Carol Brewer, OTR

Reading Hospital & Medical Center
Reading, Pennsylvania
Bill Ritter, OTR/L

Rehabilitation Hospital
Mechanicsburg, Pennsylvania
Melissa Kutz, OTR/L

Rehabilitation Hospital
Bellefonte, Pennsylvania
Patty McGuire, OTR/L

Rehabilitation Institute of Pittsburgh
Pittsburgh, Pennsylvania
Marcy Custard, OTR/L

The Curricula

Occupational Therapy Clinical Associates

PENNSYLVANIA

St. Agnes Medical Center
Philadelphia, Pennsylvania
Fieldwork Coordinator

St. Francis General Hospital
Pittsburgh, Pennsylvania
Anita Mistrough, OTR/L

St. John's General Hospital
Pittsburgh, Pennsylvania
Donna Mayne, OTR/L

St. Joseph's Center
Scranton, Pennsylvania
Lalit Shah, OTR/L

St. Joseph Hospital and Health Care Center
Lancaster, Pennsylvania
Judith Barton, OTR/L

S.G. Rehabilitation Agency, Inc.
Uniontown, Pennsylvania
Robert Schifano, OTR/L

St. Joseph's Hospital MH Unit
Carbondale, Pennsylvania
Lori Walsh

St. Luke's Hospital
Bethlehem, Pennsylvania
Bill Starnes, OTR/L

Somerset State Hospital
Somerset, Pennsylvania
Fieldwork Coordinator

Thomas Jefferson University Hospital
Philadelphia, Pennsylvania
Christina Geiger, OTR/L

Simber Court Hand Rehabilitation
Pittsburgh, Pennsylvania
Maureen Westland, OTR/L

United Cerebral Palsy of Delaware County
Swarthmore, Pennsylvania
Karen Khengis, OTR/L

UCP of Lehigh Valley
Bethlehem, Pennsylvania
Susan Martin, OTR/L

UCP of Northeastern Pennsylvania
Clarks Summit, Pennsylvania
Becky Gryczko, OTR/L

United Rehab Services, Inc.
Wilkes-Barre, Pennsylvania
Lori Bruch

United Rehab Services, Inc.
Tunkhannock, Pennsylvania
Tom Morris

Veterans Administration Medical Center
Lebanon, Pennsylvania
Judy Blaisedell, OTR/L

Veterans Administration Medical Center
Wilkes-Barre, Pennsylvania
Linda Cheatum, OTR/L

Veterans Administration Medical Center
Pittsburgh, Pennsylvania
Linda Csech, OTR/L

Veterans Administration Medical Center
Coatesville, Pennsylvania
Phyllis Breuninger, OTR/L

Warren State Hospital
Warren, Pennsylvania
Lee Ellsworth

Wayne County Memorial Hospital
Honesdale, Pennsylvania
Terry Henderson, OTR/L

Westmoreland Hospital Community
Mental Health Center
Greensburg, Pennsylvania
Ramona Monaco, MPH, OTR/L

West Penn Hospital
Pittsburgh, Pennsylvania
Janet Supowitz, OTR/L

The Curricula

Occupational Therapy Clinical Associates

PENNSYLVANIA

White Haven Center
White Haven, Pennsylvania
John Centak, OTR/L

Widener Memorial School
Philadelphia, Pennsylvania
Karen Lewin-Dively, OTR/L

Williamsport Hospital
Williamsport, Pennsylvania
Karen Hill, OTR/L

Willow Street School
Scranton, Pennsylvania
Helen Morohovech

Woodhaven Program Temple University
Philadelphia, Pennsylvania
Diane Olevnik, OTR/L

Wyoming Valley Children's Association
Wilkes-Barre, Pennsylvania
Shari Havrylak,OTR/L

VIRGINIA

Memorial Hospital
Danville, Virginia
Karen Cromley, OTR

University of Virginia Medical Center
Charlottesville, Virginia
Maribeth Mills, MOT, OTR

Virginia Baptist Hospital
Lynchburg, Virginia
Patricia McCallum, OTR

Woodrow Wilson Rehabilitation Center
Fishersville, Virginia
Ave Marie Mitta, OTR

WISCONSIN

Curative Rehabilitation Center
Wauwatosa, Wisconsin
Carole G. Ostendorf

Curative Rehabilitation Center
Wauwatosa, Wisconsin
Carol Wingenter, OTR

The Curricula

Majors, Specializations and Certifications

Pre-Dentistry
Pre-Medicine
Pre-Optometry
Pre-Veterinary Medicine
Specializations

Division of Natural Sciences
and Mathematics
Degree: B.S./Biology
Program Director: Carl Konecke

GRADE REQUIREMENTS
With the proper selection of elective courses, students who major in biology are prepared for post graduate study in dentistry, medicine, optometry and veterinary medicine.

Pre-Dentistry
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a dental school. Information may be obtained from the American Dental Association, 211 East Chicago Avenue, Chicago, Illinois 60611.

Pre-Medicine
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a medical college. Preparation for application to medical school should begin in the freshman year and continue throughout the undergraduate years. Preparation involves a continuous review of material covered in all science courses. Such review is imperative for a satisfactory performance on the Medical College Admission Test which is required by all medical schools. The MCAT should be taken in the fall and/or spring of the junior year.

Students should be aware of the requirements specific to the medical school they wish to attend. This information may be obtained from the Council on Medical Education of the American Medical Association, 535 North Dearborn Street, Chicago, Illinois 60610.

Pre-Optometry
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a school of optometry. Information may be obtained from the American Optometric Association, 243 North Lindbergh Boulevard, St. Louis, Missouri 63141.

Pre-Veterinary Medicine
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a veterinary school. Information may be obtained from the American Veterinary Medical Association, 930 North Meacham Road, Schaumberg, Illinois 60196.

The Curricula

Majors, Specializations and Certifications

Pre-Dentistry
Pre-Medicine
Pre-Optometry
Pre-Veterinary Medicine
Specializations

Division of Natural Sciences and Mathematics
Degree: B.S./Biology
Program Director: Carl Konecke

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 101	General Botany and Biological Principles	4	BIO 102	Zoology	4
CHM 133	Chemical Principles I	4	CHM 134	Chemical Principles II	4
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH 152	Calculus II	3
MTH 151	Calculus I	3	PSY 123	Introduction to Psychology	3
		17			17

SOPHOMORE

BIO 241	Genetics	4	BIO 252	Comparative Anatomy & Histotechnique II	4
BIO 251	Comparative Anatomy & Histotechnique I	4	BIO 346	General Physiology	4
CHM 243	Organic Chemistry I	4	CHM 244	Organic Chemistry II	4
CPS 101	Introduction to Programming: Pascal	3	MTH 115	Basic Statistics I	3
		15			15

JUNIOR

BIO 322	Comparative Embryology of Vertebrates	3	BIO 243	Microbiology	4
CHM 353	Biochemistry	3	BIO 360	Immunology	1
ART 161	Art Appreciation	3	CHM	Elective	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
PHY 221	General Physics I	4	PHL 101	Contemporary Self-Images	3
		16	PHY 222	General Physics II	4
					18

SENIOR

BIO 425	Ecology	4	BIO 480	Biological Research	1
BIO 490	Coordinating Seminar	1	MUS 230	Music Appreciation	3
PHL	Core Elective	3	RLS	Core Elective	3
POL 100	American National Government	3	SOC 110	Anthropology	3
RLS	Core Elective	3		Free Elective	3
		14			13

Total Required for Graduation: 125 credits

The Curricula

Majors, Specializations and Certifications

Pre-Law
Specialization

Division of Humanities
Degree: B.A./English
Program Director: Rosemarie Savelli

The pre-law specialization at College Misericordia was developed in accordance with the Association of American Law Schools which recommends that prospective law students have a broad liberal arts background. The program represents sound preparation for the Law School Admission Test and the study of law.

The program has been carefully designed to develop ability in expression and comprehension of English, to afford basic information about human institutions and values, and to cultivate the ability to think creatively and critically with thoroughness and independence.

Students may choose to major in English, History or Liberal Studies. Upon satisfactory completion of the pre-law specialization, the student may receive a Bachelor of Arts degree in English, History or Liberal Studies.

Pre-law students must register with the Program Director's office where advice on course selection and information concerning the Law School Admission Test (LSAT) and law schools can be obtained.

Pre-law students must fulfill the general and specific requirements of the college and of the specific major as stated in this catalog for retention in the program and for recommendation to law school.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ENG 103	Composition	3	ENG 105	The Research Paper	3
ENG 221	Major British Writers I	3	ENG 222	Major British Writers II	3
HIS 101	History of Western Civilization I	3	HIS 102	History of Western Civilization II	3
MTH	Mathematics Bank I	3	MTH	Mathematics Bank II	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

ENG 112	Speech Communications	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	POL 252	Law Seminar II	3
POL 251	Law Seminar I	3	ART 161	Art Appreciation	3
HIS 103	United States Survey to 1900	3	HIS 104	United States Survey Since 1900	3
SOC 110	Anthropology	3	PHL 101	Contemporary Self-Images	3
		15			15

JUNIOR

ENG 247	American Literatures I	3	ENG 248	American Literature II	3
ENG 350	Medieval and Renaissance Literature	3	POL 406	American Constitutional Law II	3
POL 405	American Constitutional Law I	3	HIS 390	Junior Research Seminar	3
PHL 260	Practical Logic	3	MUS 230	Music Appreciation	3
RLS	Core Elective	3	RLS	Core Elective	3
		15			15

SENIOR

ENG 203	Advanced Expository Writing	3	ENG 318	Language Studies	3
ENG	Advanced English Elective	3	ENG	Advanced English Elective	3
POL 450	Law Internship I	3	POL 451	Law Internship II	3
BUS 410	Legal Environment of Business	3	POL	Advanced Political Science Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
	Free Elective	3		Free Elective	3
		18			18

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Pre-Law
Specialization

Division of Humanities
Degree: B.A./History
Program Director: Rosemarie Savelli
See page 63 for program description

SEQUENCE OF REQUIRED COURSES

	FRESHMAN				
HIS 101	History of Western Civilization I	3	HIS 102	History of Western Civilization II	3
ENG 103	Composition	3	ENG 105	The Research Paper	3
MTH	Mathematics Bank I	3	MTH	Mathematics Bank II	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
	Free Elective	3	SOC 110	Anthropology	3
		15			15
	SOPHOMORE				
HIS 103	U.S. Survey to 1900	3	HIS 104	U.S. Survey Since 1900	3
HIS/POL	History or Political Science Elective	3	HIS 310	History of England	3
POL 251	Law Seminar I	3	POL 252	Law Seminar II	3
ENG 112	Speech Communications	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	PHL 101	Contemporary Self-Images	3
		15			15
	JUNIOR				
HIS 305	Recent American Domestic History	3	HIS 311	History of Britain	3
HIS/POL	History or Political Science Elective	3	HIS 390	Junior Research Seminar	3
POL 405	American Constitutional Law I	3	POL 406	American Constitutional Law II	3
			RLS	Core Elective	3
			SCI	Core Elective	3
PHL 260	Practical Logic	3			
SCI	Core Elective	3			
		15			15
	SENIOR				
HIS	Advanced History Elective	3	POL 451	Law Internship II	3
POL 450	Law Internship I	3	POL	Advanced Political Science Elective	3
BUS 410	Legal Environment of Business	3	ART 161	Art Appreciation	3
ENG 203	Advanced Expository Writing	3	ENG	Advanced English Elective	3
MUS 230	Music Appreciation	3	SOC 221	Cultural Minorities	3
RLS	Core Elective	3		Free Elective	3
		18			18

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Pre-Law
Specialization

Division of Humanities
Degree: B.A./Liberal Studies
Program Director: Rosemarie Savelli
See page 63 for program description

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ENG 103	Composition	3	ENG 105	The Research Paper	3
ENG 112	Speech Communications	3	HIS 102	History of Western Civilization II	3
HIS 101	History of Western Civilization I	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	MUS 230	Music Appreciation	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

POL 251	Law Seminar I	3	POL 252	Law Seminar II	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
HIS 103	United States Survey to 1900	3	ENG	Literature Core Elective	3
SOC 110	Anthropology	3	HIS 104	United States Survey Since 1900	3
	LIBERAL STUDIES MINOR AREA	3	PHL 101	Contemporary Self-Images	3
		15			15

JUNIOR

POL 405	American Constitutional Law I	3	POL 406	American Constitutional Law II	3
PHL 260	Practical Logic	3	HIS 390	Junior Research Seminar	3
RLS	Core Elective	3	PHL	Core Elective	3
	LIBERAL STUDIES MINOR AREA	3	RLS	Core Elective	3
	Free Elective	3		Free Elective	3
		15			15

SENIOR

POL 450	Law Internship I	3	POL 451	Law Internship II	3
BUS 410	Legal Environment of Business	3	POL	Advanced Political Science Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
	LIBERAL STUDIES MINOR AREA	6		LIBERAL STUDIES MINOR AREA	3
				Free Elective	3
		15			15

Total Required for Graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Radiography Major

Division of Allied Health Professions
Degree: B.S./Radiologic Technology
Education Specialization
Management Minor
Management Specialization
General Program
Program Director: Elaine Halesey
Freshman Year—
(Pre-Radiography Major)
Sophomore, Junior, Senior Years—
(Professional Program)

College Misericordia's program in Radiography is accredited by the Committee of Allied Health Education & Accreditation in conjunction with the Joint Review Committee on Education in Radiologic Technology as well as by the Pennsylvania Department of Education. The program provides students with diagnostic instruction in conjunction with practical application of ionizing radiation to human subjects. This instruction will provide students with knowledge and practical skills necessary to assume positions in diagnostic radiology or pursue certification in specialty areas as well as establish eligibility to sit for the American Registry of Radiologic Technologists examination in Radiography in the July following graduation.

CURRICULA

The Bachelor of Science Degree in Radiography incorporates the College's core curriculum requirements which provide an extensive liberal arts foundation. Building on the broad-based general education, the program provides all necessary Radiography courses as mandated by the Joint Review Committee (JRC), the accrediting agency for all Radiography programs in the United States.

College Misericordia provides students the opportunity to pursue one of three program options, which reflect the diversity of career paths in Radiography. *All three of the curricula prepare students to be X-ray technicians, and no matter what option is chosen, all students will be enrolled in the same Radiography courses at the same time.*

B.S. Radiography: Specialization in Management or Minor in Management
This curriculum provides students with a strong background in the skills and theory necessary for supervisory or administrative positions.

B.S. Radiography: Specialization in Education
This curriculum provides students with a strong background in the methodology and theory necessary for positions as Radiography instructors in hospitals or institutions of higher learning.

B.S. Radiography: General Program
This curriculum provides the identical solid education to be a trained radiographer as the other two curricula, but allows the student not interested in a managerial or instructional position the flexibility to pursue other areas of interest.

The Curricula

Majors, Specializations and Certifications

Radiography Major

POLICIES

In addition to the general policies of College Misericordia, the following regulations apply to Radiography majors:

Clinical Placement

Availability of clinical placements is limited. Advancement into the clinical setting is based upon: GPA to a large degree, as well as an interview with the Program Director and review by the entire Radiography faculty. Additional criteria are identified in the section on "Retention, Promotion, Graduation." Students will be notified of selection by June 1st, prior to the sophomore year. To be eligible for clinical placement, a student must have completed a minimum of 24 credits and have an overall GPA of 2.5. Refer to following section on Admission, Retention and Graduation Requirements for the specific details.

For further admission criteria pertinent to the Radiography Program, refer to the section on admission requirements.

Transfer Students

Transfer students will be considered providing the criteria are met; however, they must follow the sequence of courses for the Radiography Program as listed in the catalog beginning with the Sophomore year.

Classification of Students

Due to the sequential nature of the Radiography curricula students are identified in levels, regardless of their standing according to the Registrar, as:

Freshman: those students enrolled in RDT 100, Freshman Seminar.

Sophomore: those students enrolled in RDT 112, Methods of Patient Care (fall), and RDT 140, Clinic I (Spring).

Junior: those students enrolled in RDT 225, Clinic III (fall), and RDT 245, Clinic IV (Spring).

Senior: those students enrolled in RDT 265, Clinic VI (fall), and RDT 275, Clinic VII (Spring).

The Curricula

Majors, Specializations and Certifications

Radiography Major

Clinical Experience

Once a student is selected for placement in a clinical affiliate, a complete set of the Policies and Procedures relating to the clinic will be provided and is expected to be *read thoroughly* by each student.

Students are required to provide their own transportation to and from the clinical education affiliates.

College Misericordia is currently affiliated with the following hospitals: Mercy Hospital, Wilkes-Barre, Pa.; Moses Taylor Hospital, Scranton, Pa.; Mercy Hospital, Scranton, Pa. and Geisinger-Wyoming Valley Medical Center, Plains Township, Pa. Additional affiliates available to the students as minor rotations are: Valley Radiology Associates, Inc., Kingston, Pa.; Bruno & Orlando Associates, Pittston, Pa.; Wyoming Valley Imaging Center, Wilkes-Barre, Pa.; and Hanover Radiology, Wilkes-Barre, Pa.

CPR Certification

As a requirement for clinical training, students will obtain certification in CPR by the American Heart Association, and submit a copy of the current certification to the Program Director, prior to the start of Clinical training.

Recertification upon expiration must be obtained as long as the student is enrolled in any Clinical Experience.

Health Examination

As a requirement to the commencement of the clinical practicum, students are required to submit a physical examination report to the College Health Nurse prior to the spring semester of each year in which they plan to attend clinic. A complete list of required exams can be found in the Clinical syllabus provided to all Radiography majors in the fall semester prior to the beginning of their Clinical rotation.

The results MUST be received by the school health nurse of College Misericordia no later than two weeks prior to the 1st day of clinical experience. Forms listing all tests will be issued no later than the 1st week of the fall semester, sophomore year, by the Radiography Program director. Normal results are good for a period of 1 year. Students must submit a physical exam report each year prior to the spring semester year in which they are enrolled in a clinical experience.

The Curricula

Majors, Specializations and Certifications

Radiography Major

A portion of these tests will be required to be repeated, following the same procedure stated above, prior to the start of RDT 245, Clinical Experience IV, which begins the spring semester, and RDT 275, Clinical Experience VII.

Special Expenses
In addition to the College tuition and fees, expenses for the Radiography Program include: CPR certification and re-certification, malpractice liability insurance, uniforms, laboratory fees, American Registry Examination fee, health examination fees, and Assessment test expense (re-tests only).

ADMISSION, RETENTION AND GRADUATION REQUIREMENTS

The following policies in respect to retention, promotion, graduation, probation, and dismissal supersede any policy statements and/or information set forth in previous college catalogs.

Admission into Pre-Radiography/Radiography
Students admitted into Radiography must meet the general admission requirements of College Misericordia. Admission into the Pre-Radiography Program as a freshman does *not* guarantee advancement into the clinical setting.

Pre-Radiography:
I. *Current Freshman* (Class of 1992) and all incoming freshman and transfer students admitted, Fall, 1986, and thereafter.

Academic Year 1988-89 Freshman Year	Academic Year 1989-90, 1990-91, 1991-92 Sophomore, Junior, and Senior Year
Retention Cumulative GPA of 2.5 at the end of the spring semester. A GPA of 2.0-2.49 will be considered providing clinical space is available, however, student will be on PROBATION. (See Probation Policy)	**Retention** Cumulative GPA of 2.5 at the end of the spring semester, 90, 91, 92.
Promotion Cumulative GPA of 2.5 end of the year. Satisfactory completion of all required courses.	**Promotion** Cumulative GPA of 2.5 end of each year. Satisfactory completion of all required courses.

The Curricula

Majors, Specializations and Certifications

Radiography Major

Additional Promotion Requirements:

A. Required observation in a local hospital's Radiology Department for a minimum of either eight (8) hours in one day or two half-days consisting of four (4) hours each. This will involve a morning and an afternoon. Students may contact the Program Director at College Misericordia for assistance in arranging this experience. Documentation is required by the cooperating institution and must be submitted to the Program Director's office at College Misericordia by August 15, prior to the start of the sophomore year. Forms may be obtained by contacting the Radiography Department.

B. Participation in the RHO TAU Club and activities. RHO TAU is the X-ray club of College Misericorida comprised of Radiography majors.

C. A personal interview with the Program Director of Radiography.

D. Submission of medical documentation which confirms the student's ability to successfully fulfill all program requirements, mentally and physically.

GRADUATION - Cumulative GPA of 2.5, minimum of 125 credits, depending on the track chosen, a score at or above 74% on the Senior Assessment test, administered in RDT 410, Senior Registry Seminar and satisfactory completion of all College Misericordia requirements.

PROBATION - The student will be placed on program probation for the following semester if any one of the following occurs:

a. the cumulative grade point average is below the stipulated requirement;
b. failure in a non-Radiography course required for the major: i.e., BIO 127, 128, 262, PHY 101, 102;
c. the student does not attain a score at or above the stipulated percentage on the assessment test administered in RDT 410.

THE STUDENT WILL BE PLACED ON IMMEDIATE PROBATION IF A RECORDED VIOLATION OF THE CODE OF ETHICS OCCURS AT ANY TIME.

The Curricula

Majors, Specializations and Certifications

Radiography Major

THE STUDENT WILL BE REMOVED FROM PROGRAM PROBATION WHEN:

a. the stipulated cumulative grade point average is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal of the student from the Radiography Program will result if any one of the following occur:

a. when any two of the retention/promotion criteria are not met;
b. the student commits a "serious" infraction, of the Code of Ethics (see Code of Ethics for definition);
c. the student fails to meet the terms of probation;
d. an infraction occurs justifying a second probation;
e. the student fails any Radiography course (any course with an RDT code).

II. Current Sophomores (Class of 1991)

Academic Year 1988-89 - Sophomore Year
Academic Year 1989-90 - Junior Year
Academic Year 1990-91 - Senior Year

RETENTION:

A GPA of 2.5 at the end of each spring semester.

PROMOTION:

A Cumulative GPA of 2.5 at the end of each year.
A satisfactory completion of all required courses.

GRADUATION:

A Cumulative GPA of 2.5, a minimum of 125 credits, and satisfactory completion of all College Misericordia requirements, including a score at or above 74% on the assessment test administered in RDT 410, Senior Registry Seminar.

PROBATION:

The student will be placed on program probation for the following semester if any one of the following occurs:

a. the cumulative grade point average is below the stipulated requirement;
b. failure in a non Radiography course required for the major, i.e., BIO 127, 128, 262, PHY 101, 102.
c. the student does not attain a score at or above the stipulated percentage on the assessment test in RDT 410.

The Curricula

Majors, Specializations and Certifications

Radiography Major

A STUDENT WILL BE PLACED ON IMMEDIATE PROBATION IF:
a. a recorded violation of the Code of Ethics occurs at any time.

The student will be removed from program probation when:
a. the stipulated cumulative grade point average is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal of the student from the Radiography program will result if any of the following occur:
a. when any two of the retention/promotion criteria are not met;
b. "serious" infractions of the Code of Ethics (see Code of Ethics for definition);
c. the student fails to meet the terms of probation;
d. an infraction occurs justifying a second probation;
e. failure of any course with an RDT code.

If a student is dismissed from the Radiography program, he/she will receive notification in writing, from the Program Director.

RE-ADMISSION — Once a student is dismissed from the Radiography program, he/she may apply for re-admission for the following year. This is due to the sequential nature of the Radiography curricula.

The student has the opportunity to submit a letter of intent to the Dean of Admissions and the Program Director of Radiography for re-admission into the Radiography program. Consideration for re-admission into the Radiography program will be done at the end of the spring semester. This will be based on an achieved GPA of 2.5, as well as any of the dismissal criteria that were the cause of the initial dismissal and providing clinical space is available for the Clinical Experience in which the student must be placed at the time of re-admission. Notification of re-acceptance will be in writing by the Program Director prior to June 1st, or December 1st, depending on which semester the student is re-entering.

III. Current Juniors (Class of 1990)

	Academic Year 1988-89 Junior Year	Academic Year 1989-90 Senior Year
RETENTION -	G.P.A. of 2.5 at end of spring semester	G.P.A. of 2.5 at end of spring semester

The Curricula

Majors, Specializations and Certifications

Radiography Major

PROMOTION -	Academic Year 1988-1989	Academic Year 1989-1990
	Cumulative GPA of 2.5 end of Junior year.	Cumulative GPA of 2.5 end of Senior year.
	Satisfactory completion of all required courses.	Satisfactory completion of all required courses.

GRADUATION -

Cumulative GPA of 2.5, minimum of 125 credits, and satisfactory completion of all College Misericordia requirements, including a score at or above 74% on the assessment test administered in RDT 410, Senior Registry Seminar.

PROBATION -

The student will be placed on program probation for the following semester if any one of the following occurs:

a. the cumulative grade point average is below the stipulated requirement;
b. failure in a non Radiography course required for the major, i.e., BIO 127, 128, 262, PHY 101, 102;
c. the student does not attain a score at or above the stipulated percentage on the Assessment test; in RDT 410.

THE STUDENT WILL BE PLACED ON IMMEDIATE PROBATION IF:

a. a recorded violation of the Code of Ethics occurs at any time.

The student will be removed from program probation when:

a. the stipulated cumulative grade point average is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal of the student from the Radiography program will result if any of the following occur:

a. when any two of the retention/promotion criteria are not met;
b. "serious" infractions of the Code of Ethics (see Code of Ethics for definition);
c. the student fails to meet the terms of probation;
d. an infraction occurs justifying a second probation;
e. failure of any course with an RDT code.

If a student is dismissed from the Radiography program he/she will receive notification, in writing, from the Program Director.

The Curricula

Majors, Specializations and Certifications

Radiography Major

RE-ADMISSION

Once a student is dismissed from the Radiography program he/she may apply for re-admission for the following year. This is due to the sequential nature of the Radiography curricula. The student has the opportunity to submit a letter of intent to the Dean of Admissions and the Program Director of Radiography for re-admission into the Radiography program. Consideration for re-admission into the Radiography program will be done at the end of the spring semester. This will be based on an achieved GPA of 2.5 as well as successful completion of any and all criteria that resulted in the initial dismissal, and the provision that clinical space is available. Notification of re-acceptance will be in writing by the Program Director prior to June 1st, or December 1st, depending upon which semester the student is re-entering.

IV. Current Seniors (Class of 1989)

GRADUATION — Cumulative GPA of 2.5, 125 minimum credits, and satisfactory completion of all College Misericordia requirements.

PROBATION — The student will be placed on program probation for the next semester if:

a. the cumulative grade point average of 2.5 or above at the end of the spring semester is not maintained.
b. a recorded violation of the Code of Ethics occurs at any time.

The student will be removed from program probation when:

a. the cumulative grade point average of 2.5 or above is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal will occur when:

a. the student fails to meet the terms of probation or if the student accrues additional deficits after being on program probation. At this point, the student is automatically dismissed from the Radiography program.
b. a "serious" infraction of the Code of Ethics occurs.
c. failure of any course with an RDT code.

If a student is dismissed from the Radiography program, he/she will receive notification, in writing, from the Program Director.

The Curricula

Majors, Specializations and Certifications

Radiography Major

RE-ADMISSION — Once a student is dismissed from the Radiography program, he/she may apply for re-admission for the following year. This is due to the sequential nature of the Radiography curricula. The student has the opportunity to submit a letter of intent to the Dean of Admissions and the Program Director of Radiography for re-admission into the Radiography program. Consideration for re-admission will be done at the end of the spring semester. This will be based on an achieved GPA of 2.5, as well as successful completion of any of the criteria that were the reason for the initial dismissal, and the provision that clinical space is available. Notification of re-acceptance will be in writing from the Program Director prior to June 1st or December 1st, depending upon which semester the student is re-entering.

The Radiography department of College Misericordia reserves the right to make changes in these policies providing the need arises.

The Curricula

Majors, Specializations and Certifications

Radiography Major
Management Minor (21 credits)
Management Specialization (18 credits)

Division of Allied Health Professions
Degree: B.S./Radiography
Program Director: Elaine Halesey

FRESHMAN

RDT 100	Freshman Seminar	0	BUS 206	Micro Economics (Minor)	3
ACC 101	Principles of Accounting I	3		—or—	
BUS 205	Macro Economics	3		Core Elective (Specialization)*	
ENG 103	Composition	3	CPS 100	Introduction to Computing: BASIC	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	MTH 115	Basic Statistics	3
			PSY 123	Introduction to Psychology	3
		15			15

SOPHOMORE

RDT 106	Medical Terminology	1	RDT 115	Radiologic Positioning I	4
RDT 112	Methods of Patient Care	2	RDT 116	Positioning Lab I	1
BIO 127	Anatomy & Physiology	4	RDT 120	Radiologic Technique I	3
BUS 170	Marketing I	3	RDT 140	Clinical Experience I	2
MUS 230	Music Appreciation	3	RDT 210	Sophomore Registry Seminar	0
			BIO 128	Anatomy & Physiology	3
			RLS	Core Elective	3
		13			16

SUMMER

RDT 155	Clinical Experience II	3

JUNIOR

RDT 117	Radiologic Positioning II	2	RDT 245	Clinical Experience IV	3
RDT 118	Positioning Lab II	1	RDT 247	Radiologic Pathology	1
RDT 122	Radiologic Technique II	2	RDT 310	Jr. Registry Seminar	0
RDT 200	Radiation Protection	1	RDT 448	Quality Control	3
RDT 225	Clinical Experience III	2	PHL 222	Medical Ethics	3
PHL 101	Cont. Self-Images	3	PHY 102	Radiologic Physics II	3
PHY 101	Radiologic Physics I	3	RLS	Core Elective	3
		14			16

SUMMER

RDT 255	Clinical Experience V	3

SENIOR

RDT 221	Special Radiographic Proced.	2	RDT 275	Clinical Experience VII	2
RDT 265	Clinical Experience VI	2	RDT 410	Sr. Registry Seminar	0
RDT 445	Radiology Management	3	ART 161	Art Appreciation	3
BIO 262	Radiation Biology	3	BUS 390	Human Relations in Management	3
BUS 371	Business Financial Management	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	POL 100	American National Government*	3
			SOC 110	Anthropology	3
		16			17

*Students pursing a specialization take POL 100, American National Government, in the Spring Semester of their freshman year. Students pursuing a minor take this course in the Spring Semester of their senior year.

Total required for graduation (Minor in management: 128 credits)
Total required for graduation (Specialization in management: 125 credits)

The Curricula

Majors, Specializations and Certifications

Radiography Major
Education Specialization

Division of Allied Health Professions
Degree: B.S./Radiography
Program Director: Elaine Halesey

FRESHMAN

RDT 100	Freshman Seminar	0	CPS 100	Introduction to Computing: BASIC	3
EDU 100	Educational Foundations	3	EDU 200	Educational Psychology	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH 115	Basic Statistics	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SED 100	Exceptional Children	3			
		15			15

SOPHOMORE

RDT 106	Medical Terminology	1	RDT 115	Radiologic Positioning I	4
RDT 112	Methods of Patient Care	2	RDT 116	Positioning Lab I	1
BIO 127	Anatomy & Physiology	4	RDT 120	Radiologic Technique I	3
EDU 220	Basic Methods	1.5	RDT 140	Clinical Experience I	2
PHL 101	Contemporary Self-Images	3	RDT 210	Sophomore Registry Seminar	0
POL 100	American National Government	3	BIO 128	Anatomy & Physiology	3
			RLS	Core Elective	3
		14.5			16

SUMMER

RDT 155	Clinical Experience II	3

JUNIOR

RDT 117	Radiologic Positioning II	2	RDT 245	Clinical Experience IV	3
RDT 118	Positioning Lab II	1	RDT 247	Radiologic Pathology	1
RDT 122	Radiologic Technique II	2	RDT 310	Jr. Registry Seminar	0
RDT 200	Radiation Protection	1	RDT 448	Quality Control	3
RDT 225	Clinical Experience III	2	EDU 224	Health Methods	2
EDU 221	Science Methods	1.5	EDU 327	School Law	1
PHY 101	Radiologic Physics I	3	PHL 222	Medical Ethics	3
			PHY 102	Radiologic Physics II	3
		12.5			16

SUMMER

RDT 255	Clinical Experience V	3

SENIOR

RDT 221	Special Radiographic Procedures	2	RDT 275	Clinical Experience VII	2
			RDT 410	Sr. Registry Seminar	0
RDT 265	Clinical Experience VI	2	ART 161	Art Appreciation	3
BIO 262	Radiation Biology	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	PSY 275	Child & Adolescent Psychology	3
MUS 230	Music Appreciation	3			
RLS	Elective	3	SOC 110	Anthropology	3
		16			14

Total required for graduation: 125 credits.

The Curricula

Majors, Specializations and Certifications

Radiography Major
General Program

Division of Allied Health Professions
Degree: B.S./Radiography
Program Director: Elaine Halesey

		FRESHMAN			
RDT 100	Freshman Seminar	0	CPS 100	Introduction to Computing: BASIC	3
ENG 103	Composition	3			
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	MTH 115	Basic Statistics	3
RLS	Core Elective	3	PHL 101	Contemporary Self-Images	3
	Free Elective	3	PSY 123	Introduction to Psychology	3
		15			15
		SOPHOMORE			
RDT 106	Medical Terminology	1	RDT 115	Radiologic Positioning I	4
RDT 112	Methods of Patient Care	2	RDT 116	Positioning Lab I	1
BIO 127	Anatomy & Physiology	4	RDT 120	Radiologic Technique I	3
POL 100	American National Government	3	RDT 140	Clinical Experience I	2
			RDT 210	Soph. Registry Seminar	0
	Free Elective	3	BIO 128	Anatomy & Physiology	3
				Free Elective	3
		13			16
		SUMMER			
RDT 155	Clinical Experience II	3			
		JUNIOR			
RDT 117	Radiologic Positioning II	2	RDT 245	Clinical Experience IV	3
RDT 118	Positioning Lab II	1	RDT 247	Radiologic Pathology	1
RDT 122	Radiologic Technique II	2	RDT 310	Jr. Registry Seminar	0
RDT 200	Radiation Protection	1	RDT 448	Quality Control	3
RDT 225	Clinical Experience III	2	PHL 222	Medical Ethics	3
PHY 101	Radiologic Physics I	3	PHY 102	Radiologic Physics II	3
	Free Elective	3		Free Elective	3
		14			16
		SUMMER			
RDT 255	Clinical Experience V	3			
		SENIOR			
RDT 221	Special Radiographic Procedures	2	RDT 275	Clinical Experience VII	2
			RDT 410	Senior Registry Seminar	0
RDT 265	Clinical Experience VI	2	ART 161	Art Appreciation	3
BIO 262	Radiation Biology	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	RLS	Core Elective	3
MUS 230	Music Appreciation	3	SOC 110	Anthropology	3
	Free Elective	3			
		16			14

Total required for graduation: 125 credits.

The Curricula

Radiography Clinical Associates

Major Affiliates

Geisinger-Wyoming Valley Medical Center
Plains Twp., PA
Michele Dillon, R.T.(R)

Mercy Hospital
Wilkes-Barre, PA
Bob Greene, B.S.R.T.(R)

Mercy Hospital
Scranton, PA
Barbara Forconi, R.T.(R)

Moses Taylor Hospital
Scranton, PA
Amelia Antoniacci, R.T.(R)

Minor Affiliates

Bruno & Orlando M.D. Associates
Pittston, PA
Patricia McGarry, R.T.(R)

Hanover Radiology
Wilkes-Barre, PA
Rose Baron, R.T.(R)

Valley Radiology Associates, Inc.
Kingston, PA
Helen Cragle, R.T.(R)

Wyoming Valley Imaging Center
Wilkes-Barre, PA
Len Trolio, R.T.(R)

Adjunct Faculty

Geisinger-Wyoming Valley Medical Center,
Plains Twp., PA
S. David Weston, M.D. —
Director of Radiography
Howard L. Spector, D.O. —
Associate Radiologist
Nathaniel H. Wiesenfeld, M.D. —
Assistant Director of Radiology
Thomas M. Yarnel, Ph.D., M.D. —
Associate Radiologist

Mercy Hospital
Wilkes-Barre, PA
Salvatore M. Imperiale, M.D. —
Director of Radiology
Juan Gaia, M.D. — Associate Radiologist
Champak Dedhia, M.D. — Associate Radiologist
Warren Goldfeder, M.D. — Associate Radiologist
Arthur Liss, M.D. — Associate Radiologist

Moses Taylor Hospital
Scranton, PA
James L. Sundheim, M.D. —
Director of Radiology

The Curricula

Majors, Specializations and Certifications

School Nurse
Certification

Division of Nursing
Degree: BSN and School Nurse Certification
Program Director: Martha Kokinda

The school nurse certification program at College Misericordia is a 27.5-credit curriculum which meets the requirements for Pennsylvania School Nurse Certification.

Through a sequence of courses in education, psychology, nursing, and sociology, BSN credentialled registered nurses are prepared to meet the health needs of school students of all ages. The program requires 8-credits in nursing including a school nurse practicum.

BSN graduates who apply to College Misericordia for school nurse certification follow the suggested course sequence. BSN graduates may request transfer of credits for courses required in the certification sequence through equivalence as determined by the Registrar.

After completion of the 27.5 credit sequence, one year of documented work experience as a school nurse is required before final certification can be awarded by the registrar.

COURSE SEQUENCE

EDU 100	Educational Foundations	3
EDU 200	Educational Psychology	3
EDU 220	Basic Methods*	1.5
EDU 224	Health Methods	3
PSY 275	Child and Adolescent Psychology	3
SOC 321	The Family	3
SOC 221	Cultural Minorities	3
		19.5
**NSG 484	Practicum for school nurse certification	5
	AND	
**NSG 485	Concepts of leadership, management and organization in the schools	3
		27.5

*Requires concurrent Field Experience.

**Starting in academic year 1988-1989, only BSN prepared registered nurses with a minimum of one year of work experience will be eligible for the school nurse certification program.

**The sequence required will include the 19.5 credit education and social science sequence plus the 8 credit nursing sequence providing 27.5 credits. A minimum of 15 credits of the certification program must be taken at College Misericordia.

The Curricula

Majors, Specializations and Certifications

Social Work Major

Division of Professional Studies
Degree: B.S./Social Work
Program Director: Dennis Fisher

The objective of College Misericordia's social work program is to provide students with knowledge, skills and a value orientation needed to practice social work at the baccalaureate level. To this end, the program offers an integrated body of knowledge, both theoretical and practical. Field instruction experience provides a means of utilizing this knowledge.

Field instruction is offered in a variety of settings, including both public and voluntary agencies. It is a structured educational experience in social work practice which enables students to integrate the information learned in the classroom. Students learn about the structure and operation of social work agencies and become oriented to actual practice situations.

Before students may enroll in field instruction they must have successfully completed a sequence of social work courses and have a grade point average of 2.0. Transportation to and from field placements is the student's responsibility.

College Misericordia's social work program is accredited by the Council on Social Work Education. Graduates may be eligible for advanced standing in numerous graduate schools of social work throughout the country.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 103	General Biology I	3	BIO 104	General Biology II	3
ENG 103	English Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank I	3
PSY 123	Introduction to Psychology	3	PHL 101	Contemporary Self-Images	3
SOC 110	Anthropology	3	SOC 122	Social Problems	3
		15			15

SOPHOMORE

SWK 103	Community Service	3	SWK 252	Social Welfare Policies and Services	3
SWK 251	Introduction to Social Welfare	3	MTH 115	Basic Statistics I	3
SWK 285	Communication Skills	3	SOC 221	Cultural Minorities	3
POL 100	American National Government	3		Free Elective	3
SOC 321	The Family	3		Free Elective	3
		15			15

JUNIOR

SWK 232	Research Methods	3	SWK 354	Social Work Methods and Processes II	3
SWK 353	Social Work Methods and Processes I	3	ENG	Literature Core Elective	3
SWK 371	Field Instruction I	3	PSY 434	Maladaptive Behavior	3
SWK 472	Field Instruction Seminar I	1	RLS	Core Elective	3
ENG	Literature Core Elective	3		Free Elective	3
PHL	Core Elective	3			
		16			15

SENIOR

SWK 473	Field Instruction Seminar II	1	SWK 352	Adaptive Behavior	3
SWK 475	Field Instruction II	3	SWK 474	Field Instruction Seminar III	1
SWK	Social Work Elective	3	SWK 476	Field Instruction III	3
SWK	Social Work Elective	3	SWK	Social Work Elective	3
HIS 272	Alternate Social Systems	3	ART 161	Art Appreciation	3
MUS 230	Music Appreciation	3	RLS	Core Elective	3
		16			16

Total Required for Graduation: 123 credits

The Curricula

Minor Programs

Minors are focused programs of study which involve specific clusters of courses around a general area of study. Minors are not associated with any particular degree program and are therefore open to all interested students.

Accounting Minor

Division of Business Administration

The accounting minor provides a strong analytical base for almost any major. This program will enable students to apprehend data, analyze it, systematize it, and portray it. With the increased concentration in accounting computerized systems, computer science majors will find this minor attractive.

COURSE SEQUENCE

ACC 101 Principles of Accounting I		3
ACC 102 Principles of Accounting II		3
ACC 201 Intermediate Accounting I		3
ACC 202 Intermediate Accounting II		3
ACC 301 Advanced Accounting I		3
ACC 302 Advanced Accounting II		3
One (1) Course Selected from the Following:		3
ACC 310 Cost Accounting	(3)	
ACC 311 Managerial Accounting	(3)	
ACC 410 Auditing	(3)	
ACC 401 Taxes I	(3)	
ACC 402 Taxes II	(3)	
		21

Biology Minor

Division of Natural Sciences, Mathematics and Computer Science

The minor in biology may be pursued by any student with an interest in the natural sciences. The 19-20 credit curriculum offers broad background in the origin, growth, structure and reproduction of living matter in its varied forms.

COURSE SEQUENCE

BIO 101 General Botany and Biological Principles		4
BIO 102 Zoology		4
BIO 251 Comparative Anatomy and Histotechnique I		4
BIO 241 Genetics		4
One (1) course selected from the following courses:		3-4
BIO 322 Comparative Embryology of Vertebrates	(3)	
BIO 343 General Microbiology	(4)	
BIO 346 General Physiology	(4)	
		19-20

Chemistry Minor

Division of Natural Sciences, Mathematics and Computer Science

An understanding of chemistry can be advantageous to a liberally educated individual in a highly technological society. Students who major in biology, nursing, occupational therapy or radiologic technology may find the chemistry minor particularly appropriate.

COURSE SEQUENCE

CHM 133 Chemical Principles		4
CHM 134 Chemical Principles		4
CHM 243 Organic Chemistry		4
CHM 244 Organic Chemistry		4
CHM 343 Physical Chemistry I	(4)	
OR		3-4
CHM 353 Biochemistry	(3)	
		19-20

The Curricula

Minor Programs

Computer Science Minor

Division of Natural Sciences, Mathematics and Computer Science

In today's electronic world, a background in computer science is a highly marketable asset. The computer science minor may supplement a major in any other field, depending on the student's interests and career objectives. Business administration, education, mathematics and social work majors frequently follow the minor program in computer science.

COURSE SEQUENCE

CPS 101	Introduction to Programming, Pascal		3
CPS 121	Computer Programming		3
	Two (2) courses selected from:		
CPS 221	Computer Systems	(3)	
CPS 222	Computer Organization	(3)	6-7
CPS 231	File Processing	(4)	
	Nine (9) additional credits in approved upper division computer science courses		9
			21-22

English Minor

Division of Humanities

The study of English provides students with a comprehensive knowledge of the language and its literature. Students in any major program can apply the skills learned through the English minor to both personal and professional goals. The minor emphasizes an understanding of literary forms and the clear articulation of ideas in writing.

COURSE SEQUENCE

ENG 221	Major British Writers	(3)	
ENG 222	Major British Writers	(3)	
OR			
ENG 247	American Literature	(3)	6
ENG 248	American Literature	(3)	
OR			
ENG 266	Western World Literature	(3)	
ENG 267	Western World Literature	(3)	
ENG 105	Research Paper	(3)	
OR			3
ENG 203	Advanced Expository Prose	(3)	
	Nine (9) credits of Advanced Literature Electives		9
			18

Gerontology Minor

Division of Professional Studies

As the study of aging in today's society, gerontology has direct applications to a number of major fields of study. Gerontology is most often associated with the helping professions, including nursing, occupational therapy, music therapy, and social work.

COURSE SEQUENCE

GER 241	Introduction to Social Gerontology		3
GER 306	Health and Physiology of Aging		3
GER 358	Counseling the Older Adult		3
GER 375	Aging Policies and Programs		3
	One (1) course selected from		
GER 276	Psychology of Aging	(3)	
GER 304	Nutrition and Aging	(3)	
GER 410	Adult Protective Services	(3)	
GER 415	Literature and Aging	(3)	
			15

The Curricula

Minor Programs

History Minor
Division of Humanities

The study of history has been one of mankind's most favored pursuits since the beginning of recorded time. The history minor may be taken in conjunction with any degree program to broaden one's world perspective, foster critical judgement, cultivate the ability to reason, and develop intellectual growth.

COURSE SEQUENCE

HIS 101	History of Western Civilization I	(3)	
HIS 102	History of Western Civilization II	(3)	
OR			6
HIS 103	United States Survey to 1900	(3)	
HIS 104	United States Survey Since 1900	(3)	
	Twelve (12) credits of Advanced History Electives		12
			18

Management Minor
Division of Business Administration

An understanding of management styles and techniques can benefit a anyone who will be involved in private, profit, or nonprofit organizations. Opportunities and advancement in a chosen field will be much greater with a management minor. This minor is well suited to individuals in any area of study.

COURSE SEQUENCE

BUS 101	Management I		3
BUS 102	Management II		3
BUS 390	Human Relations Management		3
BUS 371	Business Financial Management		3
ACC 101	Principles of Accounting I		3
ACC 102	Principles of Accounting II		3
One (1) course selected from the following:			
ACC 311	Managerial Accounting	(3)	3
BUS 382	Personnel & Industrail Relations	(3)	
			21

Marketing Minor
Division of Business Administration

An understanding of Marketing can benefit a person who will be involved in *exchanging* with private, public, profit, or nonprofit organizations. Opportunities in the field of Marketing are broadening, and this minor is well suited to students in any area of study.

COURSE SEQUENCE

BUS 101	Management I	3
BUS 170	Marketing I	3
BUS 290	Promotion Tools	3
BUS 303	Sales Promotion Management	3
BUS 305	Marketing Channels	3
BUS 440	Marketing Management	3
BUS 450	Marketing Research	3
		21

The Curricula

Minor Programs

Mathematics Minor

Division of Natural Sciences, Mathematics and Computer Science

The computer revolution and the growing reliance on statistics and quantitative research have broadened the application of mathematical principles. The physical sciences, as well as the behavioral and social sciences fields, have need for individuals with experience in mathematics. The minor program in mathematics exposes students to both classical and contemporary mathematical techniques.

COURSE SEQUENCE

MTH 151	Analytic Geometry and Calculus I		3
MTH 152	Analytic Geometry and Calculus II		3
MTH 215	Mathematical Statistics		3
Four (4) course selected from the following:			
MTH 225	Analytic Geometry and Calculus III	(4)	
MTH 241	Linear Algebra	(3)	
MTH 242	Differential Equations	(3)	
MTH 244	Set Theory and Logic	(3)	12-13
MTH 321	Applications of Mathematics	(3)	
MTH 351	Geometry	(3)	
			21-22

Merchandising Minor

Division of Business Administration

An understanding of Merchandising can help expand job opportunities in manufacturing, wholesaling and retailing for persons from a variety of backgrounds. One may find jobs in merchandise management, buying, store operations and many other consumer-oriented positions.

It is strongly recommended that a person interested in this area should pursue practical experience in a retail operation. An experience of this type is available through the Cooperative Education Program.

COURSE SEQUENCE

BUS 230	Visual Merchandising	3
BUS 260	Textiles	3
BUS 303	Sales Promotions Management	3
BUS 305	Marketing Channels	3
BUS 335	Retail Buying	3
BUS 400	History of Costume	3
BUS 405	Visual Merchandising	3
		21

Philosophy Minor

Division of Humanities

The minor program in philosophy offers students the opportunity for intellectual liberation and refinement. The 18-credit curriculum explores philosophical problems from a variety of standpoints, fosters critical judgement, refines convictions, promotes the search for truth and encourages acceptance of many different modes of thought.

COURSE SEQUENCE

PHL 101	Contemporary Self-Images	3
PHL 225	Ethics	3
PHL 257	Philosophy of Religion	3
PHL 260	Practical Logic	3
PHL 290	Philosophy of Person	3
	Elective Course	
	OR	3
PHL 480	Independent Study	
		18

The Curricula

Minor Programs

Political Science Minor
Division of Humanities

The political science minor offers students interested in law, politics or government a useful foundation in these areas.

COURSE SEQUENCE

POL 100	American National Government	3
POL 251	Law Seminar I	3
POL 252	Law Seminar II	3
POL 315	Elective	3
POL 405	American Constitutional Law I	3
POL 406	American Constitutional Law II	3
POL 480	Independent Study	3
		21

Psychology Minor
Division of Professional Studies

The psychology minor can be a meaningful adjunct to any major, but is especially pertinent to the study and practice of education, nursing, occupational therapy, business administration, music therapy and social work. Focusing on the origins, development, modification, and implications of human behavior, the study of psychology has numerous applications to personal and professional life

COURSE SEQUENCE

PSY 123	Introduction to Psychology	3
PSY 232	Research Methods	3
PSY 275	Child and Adolescent Psychology	3
PSY 430	Maladaptive Behavior	3
PSY	Elective	3
		15

Religious Studies Minor
Division of Humanities

The religious studies curriculum acquaints students with the richness of religious experience. The program explores the origins of Christianity, its doctrinal development, and offers a foundation for making ethnical decisions.

COURSE SEQUENCE

RLS 100	Biblical Studies	3
RLS 103	Moral Theology	3
RLS 104	World Religions	3
RLS 106	Theology and Human Experience	3
RLS 113	Theology of the Church	3
RLS	Elective	3
		18

The Curricula

Minor Programs

Writing Minor

Division of Humanities

The writing minor provides students with a variety of experiences in the written expression of ideas. The program is based on the correct and effective use of the language and offers both creative and practical application of writing skills.

COURSE SEQUENCE

ENG 103	Composition		3
ENG 105	The Research Paper		3
ENG 203	Advanced Expository Writing		3
ENG 318	The Study of Language		3
	Six (6) credits of elective courses selected from the following:		
ENG 112	Speech Communication	(3)	
ENG 339	Technical Writing	(3)	
ENG 341	Imaginative Writing	(3)	6
ENG 343	Writing for Media	(3)	
ENG 470	Internship	(3-6)	
	Internship may be taken for 3-6 credits and involves practical experience writing for local newspapers, public relations offices, etc.		
BUS 110	Business Communications	(3)	
CPS 101	Introduction to Programming: Pascal	(3)	
			18

The Curricula

Elective Areas of Study

Elective courses provide a variety of experiences in the liberal arts and may be taken by any interested student whose curriculum allows for such electives.

The elective areas of study are not related to any specific degree program, that is, one cannot pursue a major, minor, specialization or certification in any of the programs described in this section. However, coursework in these areas can contribute significantly to a student's education. Some of the courses in each of the following programs are called for in the course sequence of various majors. Others are part of the College's core curriculum.

Descriptions of the courses offered in the elective areas of study may be found under the section headed **Course Descriptions.**

Art

The philosophy of the art program is based on the belief that all individuals are innately creative, and that they have a need to express that creativity. Creative outlets take many forms, one of which is artistic endeavor.

Students can choose from many different courses, some theoretical and others practical. Courses address such areas as drawing, painting, sculpture, illustration, ceramics, weaving, enameling, photography art, history, art appreciation, and contemporary art.

ART 161, Art Appreciation, is part of the core curriculum.

Geography

Geography examines the inter-relationships of people and their environment. People are directly and indirectly affected by the environment at any given moment, by weather, solar radiation, earthquakes, floods, or a walk through a rain forest or desert.

Human beings play a large part in this relationship through such actions as leveling or planting forests, building cities, draining swamps, establishing national boundaries, or polluting the air, water and land.

The study of the fight between people and the ecosphere can provide a greater understanding of self, others, and the earth.

Physical Education

Since classical times, physical fitness has been known to play a part in the development of whole, healthy individuals.

The physical education program offers a wide range of physical activities, from archery and badminton to skiing and volleyball. The courses are intended to develop and maintain students' lifetime sports skills, and impress students with the importance of sport and exercise in daily life.

Physical education courses may be applied toward graduation as elective credits.

The Curricula

Elective Areas of Study

Physics

Physics is perhaps the most basic of the sciences. It impacts directly on the study of biology and chemistry, and can be a useful adjunct to the study of mathematics.

The physics program offers courses for science majors and for students in some of the professional programs, such as medical technology and radiologic technology. Physics courses may also enrich the education of humanities majors.

Sociology

Sociology is the study of the origin, development, organization and functioning of human society. No one exists outside of a social system, so it is easy to understand how sociology can relate to any academic program.

The courses offered by the sociology program explore such subjects as anthropology, social problems, cultural minorities, the family and research methods. A background in sociology can broaden one's perspective of the world, can promote objectivity, and develop an accepting attitude with regard to different peoples and their ways of life.

Course Descriptions

Accounting (ACC)

101 Principles of Accounting I **3 credits**
An introduction to basic accounting principles, concepts, and procedures. Topics include the accounting cycle; preparation of financial statements; accounting systems and special-purpose journals; internal control methods; inventory costing; short-term liquid assets. Weekly projects will be completed using a mainframe computer system.
Fall/Fall A/Fall A WEC

102 Principles of Accounting II **3 credits**
A continuation of basic accounting principles, concepts and procedures with emphasis on partnerships and corporations. Topics include financial statement analysis; depreciation methods; manufacturing accounting; cost and budget analysis. Students will simulate various business accounting transactions using microcomputers.
Prerequisite: ACC 101. Spring/Fall B/Spring B WEC

201 Intermediate Accounting I **3 credits**
An in depth study and analysis of items on the balance sheet, as well as discussions dealing with contemporary accounting issues. Various problems will be solved with the aid of a microcomputer.
Prerequisite: ACC 102. Fall/Spring A/Spring B WEC

202 Intermediate Accounting II **3 credits**
This second semester course focuses on the income statement and the statement of changes in financial position. In addition, stockholders equity, income taxes, pension costs, leases and financial statement analysis are examined in detail. Financial theory and practice cases are studied. A computer-assisted practice set will be completed using a microcomputer to review and update topics discussed in principles of accounting and intermediate accounting.
Prerequisite: ACC 201. Spring/Summer A/Summer WEC

301 Advanced Accounting I **3 credits**
A comprehensive review and analysis of the fundamentals of consolidated financial statements. Specific topics include branch accounting, the purchase and pooling of interest methods of accounting, and intercompany transfers. Students will solve various consolidation problems with the assistance of an electronic spreadsheet template on the microcomputer.
Prerequisite: ACC 202. Fall/Fall B/Spring B WEC

302 Advanced Accounting II **3 credits**
An in-depth study of partnerships and their formation through to liquidation; government and nonprofit organizations accounting, including discussions of GAAPR's new terminology and techniques; estates, trusts and installment sales.
Prerequisite: ACC 202. Or consent of instructor. Accounting 302 may be taken before Accounting 301. Spring/Spring A/Spring B WEC

Course Descriptions

Accounting (ACC)

310 Cost Accounting — **3 credits**
A study of the broad range of accounting concepts. Topics include job order costing, process costing, accounting for material, labor, and the allocation of factory overhead standard costs, variance analysis, and accounting for joint-products and by-products. A computerized practice set covering the product cost cycle in a manufacturing operation using a job order cost system is assigned.
Prerequisite: ACC 102. Fall/Summer B/Spring A WEC

311 Managerial Accounting — **3 credits**
Uses of accounting data in planning and controlling business activities. Capital budgeting, inventory management, segmental reporting and regression analysis are some of the topics discussed. Microcomputer applications will be utilized.
Prerequisite: ACC 102. Spring/Spring A/Spring A WEC

401 Taxes I — **3 credits**
The analysis and preparation of individual federal and state income tax returns based on current tax law. Tax planning is also stressed. A tax planner software program will be utilized on a microcomputer that will provide the user with the ability to do "What if" tax planning applications.
Prerequisite: ACC 202 or consent of instructor. Fall/Summer WEC/Spring B

402 Taxes II — **3 credits**
The analysis and preparation of federal and state corporation, partnership, and fiduciary tax returns based on current tax law. Tax consequences of the formation, operation and liquidation of the various forms of a corporation will be discussed in-depth.
Prerequisite: ACC 102 or consent of instructor. Spring/Summer B/Fall B WEC

410 Auditing — **3 credits**
A systematic evaluation of generally accepted accounting principles and applicable auditing principles, standards and procedures. Other topics include the study and evaluation of internal control, verification of account balances, professional ethics, and statistical sampling. Case studies will be completed using a mainframe computer system.
Prerequisite: ACC 102 or consent of instructor. Fall/Summer WEC/Spring A

Course Descriptions

Accounting (ACC)

413 Accounting Cooperative Internship 1-15 credits
These credits provide on-the-job accounting experience for accounting majors with either a certified public accounting firm, government agency, or private industry. Co-op's will be offered on a competitive basis following student interviews with prospective companies. The co-op experience will begin the first Monday in January and continue for the semester. At the end of the co-op, students will return to campus and prepare to take the uniform certified public accounting exam given the first Wednesday, Thursday, and Friday in May. All courses required prior to the second semester of the second year must be taken prior to the co-op. Students will receive payment during their co-op experience. Subject to availability of placements, minimum 2.5 GPA, division and co-op director approval.
Fall/Spring

472 Accounting Internship 1-15 credits
These credits provide on-the-job accounting experience for accounting majors with either a certified public accounting firm, government agency, or private industry. Internships will be offered on a competitive basis following student interviews with prospective companies. The internship will begin the first Monday in January and continue for the semester. At the end of the internship, students will return to campus and prepare to take the uniform certified public accounting exam given the first Wednesday, Thursday, and Friday in May. All courses required prior to the second semester of the second year must be taken prior to the internship. Division approval required.
Fall/Spring

480 Independent Study 3 credits
Special investigation, with the assistance of a faculty member, of a selected topic of interest. Division approval required.
Fall/Spring/Summer

485 Special Topics in Accounting 3 credits
Topics vary from semester to semester and will be announced with preregistration information.
Fall/Spring/Spring B/Fall A WEC

Course Descriptions

Art (ART)

101 Principles of Design — 3 credits
Principles and elements of design applied to problems requiring primarily two-dimensional solutions. Varied use of media.

102 Three Dimensional Design — 3 credits
Design principles applied to positive and negative space in three dimensions using a variety of materials.

103 Drawing and Composition — 3 credits
Drawing skills developed through the use of various media. Right brain perception and composition in sketching is stressed.

124 Fundamentals of Painting — 3 credits
Techniques of painting in oil and/or mixed media with stress on color theory and composition.

161 Art Appreciation — 3 credits
A survey of art from primitive to modern times.

220 Weaving I — 3 credits
Introduction to off-loom techniques: table weaving, twining, frome loom, inkle weaving and inkle pick-up.

225/226 Ceramics I — 3 credits each
Processes in handbuilt and wheelthrown pottery developed. Various glazing and decorating techniques studied.

237/238 Enameling I — 3 credits each
Technical processes, execution, experimentation and expression through enameling media.

241/242 Watercolor I — 3 credits each
Techniques of watercolor studied.
Prerequisite: ART 103, ART 124.

257/258 Sculpture I — 3 credits each
Three dimensional approach to concept, image and form. Exploration of spatial relationship, color, surface and light. Craftsmanship emphasized.
Prerequisite: ART 103 or ART 102.

490 Independent Study in Art — 3 credits
Independent study under a contract agreement in an area chosen by the student with the direction of an art program faculty member. The course may be taken only during the senior year and with the permission of the instructor.

Course Descriptions

Biology (BIO)

101 General Botany and Biological Principles — 4 credits
Introductory principles of biology and a study of the plant kingdom from thallophytes to spermatophytes. Field studies of local plant communities. Introduction to plant anatomy, taxonomy and ecology.
Lecture: 3 hours. Laboratory: 2 hours.
Fall

102 General Zoology — 4 credits
Zoological principles and their implications in the animal kingdom. Ecological and evolutionary tendencies of major vertebrate and invertebrate groups with consideration of anatomy and physiology of representatives.
Lecture: 3 hours. Laboratory: 2 hours.
Spring

103/104 General Biology — 3 credits each
The study of the fundamental principles and modern theories of biology. Emphasis on the value of biology in relation to humans.
Lecture: 2 hours. Laboratory: 2 hours.
Fall/Spring

127 Anatomy and Physiology — 4 credits
An introduction to the human body and a detailed study of selected body systems with particular emphasis on the structure, functions and development of the skeletal and articular systems.
127 Lecture: 3 hours. Laboratory: 2 hours. Fall
128 Lecture: 2 hours. Laboratory: 2 hours. Spring

128 Anatomy and Physiology — 3 credits
A study of the structure and functions of the human body. A continuation of Biology 127.

431 Field Biology — 3 credits
Familiarization with local plants and animals based on actual field observation and collection. Includes sampling of forest, field and pond habitats.
Lecture and field work: 3 hours.
Fall, Every Third Year

205 Anatomy and Physiology — 3 credits
A study of the anatomy and physiology of the human body.
Lecture: 3 hours.
Spring

211/212 Anatomy and Physiology — 4 credits each
A detailed study of the structure and function of the human body. Emphasis on physiology phenomena and concepts.
Lecture: 3 hours. Laboratory: 2 hours.
Fall/Spring

Course Descriptions

Biology (BIO)

227 Bacteriology **4 credits**
General morphology and physiology of bacteria, yeasts, molds and viruses. Study of infection and immunity. Special studies of foods, water and sewage with reference to health and sanitation.
Lecture: 3 hours. Laboratory: 2 hours.
Fall/Spring

241 Genetics **4 credits**
A detailed study of the principles of heredity. Both molecular and classical genetics are covered in depth.
Lecture: 3 hours. Laboratory: 2 hours.
Fall

243 General Microbiology **4 credits**
Fundamental principles and techniques of microbiology, including general morphology, ecology and physiology of micro-organisms, methods of study, identification, destruction and control.
Lecture: 3 hours. Laboratory: 2 hours.
Spring

251/252 Comparative Anatomy and Histotechnique **4/4 credits**
An integral study of the tissues, organs and systems of the human compared to those of selected vertebrates. Laboratory dissection and tissue preparation for microscopic study.
Lecture: 3 hours. Laboratory: 2 hours.
Prerequisite: BIO 102 or 104
Fall/Spring

262 Radiation Biology **3 credits**
A study of the effects of ionizing radiation on living matter; changes in the biochemistry, micro-and macro-morphology, genetics and embryology which are produced by ionizing radiation.
Lecture: 3 hours.
Spring

322 Comparative Embryology of Vertebrates **3 credits**
A comprehensive study of the development of the vertebrates.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisites: BIO 102, BIO 251, BIO 241.

346 General Physiology **4 credits**
A detailed study of the function of the muscular, nervous, endocrine, cardiovascular, respiratory and excretory systems. Laboratory experiments deal with the physiology of humans and lower vertebrates.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisites: BIO 251, CHEM 134
Spring

Course Descriptions

Biology (BIO)

360 Immunology — **1 credit**
Fundamentals of immunology, including definitions and relationships of antigens and antibodies.
Prerequisites: BIO 102, CHEM 134
Spring

413 Biology Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.
Prerequisite: 24 credits in Biology
Spring

425 Ecology — **4 credits**
A study of the inter-relationships between plants, animals and other components of the total environment.
Lecture: 3 hours. Laboratory & Field Work: 2 hours.
Prerequisites: BIO 102, or BIO 104 or permision of Instructor

435 Cell Biology — **3 credits**
A detailed study of the morphology and physiology of cells. Special emphasis is placed on the inter-relationship between molecular structure and cell function.
Prerequisites: BIO 241, CHM 353 (may be taken concurrently.)
Spring Every Third Year

475 Instrumentation and Technique — **3 credits**
Provides students with an understanding of selected instruments and techniques currently used in biological research and medical technology.
Lecture: 1 hour. Laboratory: 4 hours.
Prerequisites: 16 credits in biology.
Spring, Every Third Year

480 Biological Research — **1-2 credits**
Course provides opportunity for student laboratory or theoretical research under staff supervision. Permission of divisional chair is required.
Prerequisites: 24 credits in Biology
Laboratory fee required.

485 Special Topics — **1-4 credits**
Topic may vary from semester to semester and will be announced with preregistration information and course hours.

487 Independent Study — **1-3 credits**
Special investigation of a selected topic.
Prerequisite: 24 credits

490 Coordinating Seminar — **1 credit**
An introduction to the literature of biology. Topics discussed vary according to the needs and interests of the students.
Prerequisites: 24 credits in biology.

Course Descriptions

Business Administration/ Business Information Systems (BUS)

101 Management I — 3 credits
The basic principles of management with emphasis on planning, organizing, leading and control. The nature of the managerial process within the formal and informal structure will be studied.
Fall/Fall A/Spring A WEC

102 Management II — 3 credits
A continuation of BUS 101 with emphasis on the application of management theory as it relates to real world situations. Case studies and computer simulations are utilized.
Prerequisite: BUS 101. Spring/Fall B/Spring B WEC

140/141 Quantitative Methods I/II — 3/3 credits
A study of the use of quantitative methods for business decisions with emphasis on descriptive statistics, probability, probability distributions, hypothesis testing, correlation and regression, analysis of variance, forecasting, pert, decision trees, linear programming, sensitivity analysis, transportation networks, simulation and queues. Computer applications are utilized.
Fall/Spring/Fall A/Fall B/Spring A WEC/Spring B WEC

170 Marketing I — 3 credits
A general overview of the basic marketing philosophies, principles, and practices relevant to small and large profit and nonprofit organizations, buyers, and sellers. Special emphasis on the marketing mix: product, price, promotion, and distribution.
Fall/Summer A/Fall A WEC

171 Marketing II — 3 credits
A continuation of BUS 170 with emphasis on the application of marketing theory to real world situations. Computer applications are utilized to assist in marketing analysis and decision making.
Prerequisite: BUS 170. Spring

205 Macro Economics — 3 credits
The study of macro economics. An introduction to the science of economics, with particular attention to the market mechanisms of supply and demand, unemployment, inflation, government, and the application of fiscal and monetary policy to solve current economic problems. Computer applications are utilized.
Fall/Summer B/Spring A WEC

206 Micro Economics — 3 credits
The study of micro economics. Topics covered include the behavior of consumers and business firms, market demand and supply, elasticity, and the basic market structures of competition, monopoly, monopolistic competition and oligopoly. Students run a business, using a computer simulation, which will demonstrate several of these economic concepts.
Spring/Fall A/Spring B WEC

Course Descriptions

Business Administration/ Business Information Systems (BUS)

210 Comparative Economics — **3 credits**
Varying themes in the historical development of economic systems, including the development of the Soviet economy.
Prerequisite: BUS 205. Spring/Summer WEC/Fall B

230 Merchandising — **3 credits**
A study of the manner in which fashion products are conceived, produced, and finally distributed to ultimate consumers. To provide a comprehensive up-to-date presentation of the many different industries and services involved in the business of fashion. Discussion includes: fashion business terminology, the nature of fashion, fashion sales promotion, and fashion coordination.
Fall, every other year.

260 Textiles — **3 credits**
A study of the inter-relationships of fibers, yarns, fabric constructions and finishes; discussion of textile behavior and performance.
Spring, every other year.

290 Promotion Tools — **3 credits**
A comprehensive study of the theory and practical applications of advertising and public relations as forms of communication in marketing. The student will gain an understanding of strategic planning, objective setting, tactical decision making, research, message, and vehicle selection and execution.
Prerequisite: BUS 170. Fall

303 Sales Promotion Management — **3 credits**
This course is oriented to the managerial and the strategic aspects of sales management. Emphasis is on objective setting, planning strategies; organizing, coordinating, and displaying resources; decision making; and controlling. Interpersonal selling techniques are explored and discussed.
Spring/Spring B/Fall A WEC.

305 Marketing Channels — **3 credits**
This course provides a basic foundation of marketing channel concepts within a managerial framework as well as the role played by channel participants at the manufacturer, wholesaler, and retailer levels. Physical distribution and management strategies are discussed.
Prerequisite: BUS 170. Fall

335 Retail Buying — **3 credits**
Foundation knowledge of the current policies and procedures used in retail buying and merchandising. Included are merchandise control, pricing, and merchandise arithmetic. The focus is on developing the skills necessary for decision making in a retail buyer's day-to-day world of planning and control. Discussion includes assortment planning and quantitative merchandising.
Spring, every other year.

Course Descriptions

Business Administration/ Business Information Systems (BUS)

350 Money and Banking 3 credits
A study of the principles of money, interest, inflationary and deflationary pressures, and the development of the banking system with emphasis on the federal reserve system, monetary and fiscal policy.
Prerequisite: BUS 205. Fall/Summer WEC/Spring B

371 Business Financial Management 3 credits
A study of the financial problems associated with the life cycle of a business. Includes estimating the financial needs of an enterprise, breakeven point, operating leverage, capital structure, stocks and bonds, and working capital management. Microcomputers are used to aid in problem solving.
Prerequisite: ACC 101. Fall/Spring B/Spring B WEC

382 Personnel and Industrial Relations 3 credits
A study of the role of work in society and its effect on organizations including the nature of personnel management, the legal influences on personnel decisions, recruitment, selection, training, compensation, service and benefit programs, the major problems and recent developments in labor relations. The computer may be utilized to apply these concepts.
Prerequisite: BUS 101. Spring/Summer WEC/Spring A

385 Production and Operations Management 3 credits
A systematic study of current production theories and practices including facilities provision and maintenance, capacity planning, facility location, layout planning, product design, inventory control and aggregate planning and scheduling. Emphasis on terminology, general concepts and specifics of different solution techniques, and methodologies.
Prerequisite: BUS 101, BUS 140. Fall/Summer B/Fall B WEC

390 Human Relations Management 3 credits
This course emphasizes the human relations skills that are required by successful managers. It focuses on motivation, leadership, and communication techniques. Case studies, role playing, and discussion are employed for understanding individual, group, and organizational relationships.
Prerequisite: BUS 101. Spring/Fall A/Spring B WEC

400 History of Costume 3 credits
A study of historic costumes showing their relationship to social, economic, and cultural patterns and the application of costume history to modern dress and sales forecasting.
Fall, every other year

Course Descriptions

Business Administration/ Business Information Systems (BUS)

405 Visual Merchandising **3 credits**
Focuses on the components of visual merchandising necessary for effective merchandise presentation, image, store design, and management interaction. The principles and techniques presented denote the importance of the visual/artistic aspect of the merchandising function. Emphasis is on the how and why of display.
Spring, every other year

410 Legal Environment of Business **3 credits**
A study of the general aspects of law essential to the legal environment of business relations. A look at the nature of law and its sources and the various laws that determine both the rights and obligations regarding business transactions and organizations.
Fall/Summer A/Fall B WEC

413 Business Cooperative Internship **3-12 credits**
Academic study combined with work experience in the community. Subject to availability of placements, minimum 2.5 GPA, division and co-op director approval. Students receive payment during their co-op experience.
Fall/Spring/Summer

420 Small Business Management **3 credits**
Focuses on management practices unique to small businesses, preparation of the student for small business ownership, identifying characteristics of small businesses, and describing the rewards and problems involved in managing retail stores, service firms and manufacturing firms.
Prerequisite: BUS 101. Fall/Summer A/Summer WEC

421 Special Topics in Marketing **3 credits**
An opportunity for students to explore nontraditional marketing phenomena. Great societal marketing opportunities exist in organizations other than business firms. Special areas of marketing which need attention include: nonprofit, health care, education, idea, place, political candidate, service, and international marketing.
Prerequisite: BUS 171 or consent of Instructor. Spring

430 Management Information Systems **3 credits**
An interdisciplinary study which views information as an economic resource. The course focuses on computer-based information systems that support the operations, management and decision functions of an organization and explores the basic technical behavioral, economical and organizational concepts relevant to information, decision making, and systems. Topics include the methodology and practice of developing a computerized information system; the organization, management and control of the information system, and the social impact of information technologies.
Prerequisite: BUS 101. Spring/Fall A/Spring B WEC

Course Descriptions

Business Administration/ Business Information Systems (BUS)

440 Marketing Management — **3 credits**
A comprehensive study of the management function in marketing. Focus is on analysis, planning, and control of the marketing mix. Decision making skills are developed through the use of a computer simulation which requires students to manage a firm by making decisions regarding price, production, advertising mode, advertising content, advertising budget, personnel, research and development, and production costs.
Prerequisites: ACC 101, BUS 101, BUS 170. Fall/Summer B/Spring A WEC

450 Marketing Research — **3 credits**
A comprehensive and practical overview of the field of marketing research. Emphasizing an applied approach with applications that give students an understanding of the scope of marketing research. The computer will be utilizied to analyze research data.
Prerequisite: BUS 170, BUS 140/141. Fall

451-464 Special Topics in Business — **1-3 credits**
Topics vary from semester to semester and will be announced with preregistration information.
Fall/Spring/Summer

472 Business Administration Internship — **1-6 credits**
On-the-job training in the business community. Students must have senior status, a GPA of 2.5 or above, and division approval to participate.
Fall/Spring/Summer

480 Independent Study — **1-3 credits**
Special investigation, with the assistance of a faculty member, of a selected topic of interest. Division approval required.
Fall/Spring/Summer

491 Seminar in Business Policies — **3 credits**
The case method technique is used to study managerial problems and the decision making process. Areas covered include strategic planning, setting goals and objectives, marketing, managing, production, public relations, personnel, human relations, and financial management. Computer simulations are used to involve students in decision making in the various areas of the business firm. Graduating seniors and qualified juniors only.
Prerequisites: BUS 102, BUS 141, BUS 171, BUS 206, BUS 371.
Spring/Summer WEC/Fall B

Course Descriptions

Chemistry (CHM)

103/104 General Chemistry — **3 credits each**
Fundamental laws and theories of chemistry. Satisfies the six credit science core requirement.
Lecture: 2 hours. Laboratory: 2 hours.

105 Introduction to Organic Chemistry — **3 credits**
Survey of carbon compounds, their reactions and uses. For non-chemistry majors and minors. CHM 104/105 satisfies the six credit science core requirement for nursing students.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: CHM 104.

133/134 Chemical Principles — **4 credits each**
Comprehensive study of the fundamental laws and theories of chemistry. Properties and uses of the more common elements and their compounds, principles and techniques of systematic qualitative analysis and an introduction to quantitative laboratory procedures.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisite: High school chemistry or permission of the program director.

243/244 Organic Chemistry — **4 credits each**
Principal functions of aliphatic and aromatic carbon compounds, theory and mechanisms of reactions; preparation of a variety of organic compounds.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisite: CHM 134.

264 Inorganic Quantitative Analysis — **5 credits**
Theory and laboratory procedures in typical volumetric, colorimetric and gravimetric analysis.
Lecture: 3 hours. Laboratory: 6 hours
Offered spring semester every third year.

343 Physical Chemistry I — **4 credits**
Scientific treatment of states and structure of matter; thermodynamics; thermochemistry.
Lecture: 2 hours. Laboratory: 4 hours.
Prerequisites: CHM 134, CHM 244, CHM 264, PHY 221, PHY 222, MTH 151, or MTH 152.
Offered spring semester every third year.

353 Biochemistry — **3 credits**
Physical principles, carbohydrate metabolism, enzymology and energetics.
Lecture: 3 hours.
Prerequisite: CHM 244.

Course Descriptions

Chemistry (CHM)

411 Instrumental Methods of Analysis — **4 credits**
Theory and operational techniques in spectroscopy, potentiometry, electrochemistry, chromatography and other special methods.
Lecture: 2 hours. Laboratory: 6 hours.
Prerequisites: CHM 244, CHM 264, PHY 221, PHY 222.

413 Chemistry Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

456 Qualitative Organic Analysis — **3 credits**
Methods of preparation, identification and purification of organic compounds.
Conference and laboratory hours.
Prerequisites: CHM 243, CHM 244.
Offered spring semester every third year.

Course Descriptions

Child Welfare Services (CWS)

363 Child Welfare Services **3 credits**
Introduction to the policies and services that comprise the child welfare system in the community. Examination of supportive and substitute services, worker roles and activities, and service effectiveness.

392 Child Abuse and Neglect **3 credits**
A practice-oriented course for students who intend to work in a protective service role. Abuse and neglect, causes, legal sanctions for intervention, treatment approaches, case planning, and service.

393 Child Welfare Law **3 credits**
Examination of the laws on which child welfare workers rely to promote the rights of families and children. State and local laws that provide services to families and children, legal resources for offenders, child welfare service provision in specific areas, e.g. adoption.
Prerequisite: CWS 363 or permission of instructor.

395 Foster, Residential and Adoptive Care **3 credits**
Assessment, case planning and the provision of services in foster care, in residential facilities and for child adoption.
Prerequisite: Permission of instructor.

Course Descriptions

Computer Science (CPS)

100 Introduction to Programming – BASIC 3 credits
Problem solving methods; algorithm development; procedural and data abstraction; program design, BASIC programming. Intended for students who **do not** plan to continue with other Computer Science courses.
Fall/Spring

101 Introduction to Programming – Pascal 3 credits
Problem solving methods; algorithm development; procedural and data abstraction; program design, Pascal programming. Intended for students who plan to continue with other Computer Science courses.
Fall

121 Computer Programming 3 credits
Control structures, top-down programming and stepwise refinement. Debugging, testing and documentation.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: CPS 101 or knowledge of Pascal and permission of instructor.
Spring

221 Introduction to Computer Systems 3 credits
Basic concepts of computer systems and computer architecture. Machine and assembly language programming.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: CPS 121.
Fall

222 Introduction to Computer Organization 3 credits
Organization and structure of the major computer components; mechanics of information transfer and control within the digital computer system; fundamentals of logic design and computer arithmetic.
Prerequisite: CPS 121
Spring

231 Introduction to File Processing 4 credits
File terminology, structure and manipulation techniques. Sequential and random access bulk storage devices. Applications of data structures and file processing techniques. Introduction to COBOL.
Lecture: 3 hours. Laboratory: 2 hours.
Prerequisite: CPS 121.
Fall

232 Data Structures and Algorithm Analysis 3 credits
Design and analysis of non-numeric algorithms, particularly for sorting/merging/searching. Algorithm testing and complexity.
Prerequisite: CPS 231.
Spring

Course Descriptions

Computer Science (CPS)

321 Operating Systems and Computer Architecture 3 credits
Organization and architecture of computer systems at the register-transfer and programming levels; operating systems principles; inter-relationship of the operating system and the architecture of computer systems.
Prerequisites: CPS 221, CPS 222 (CPS 231 also recommended).
Fall

331 Organization of Programming Languages 3 credits
Features, limitations, organization and run-time behavior of programming languages. Formal study of programming language syntax, grammar and data and control structures. Examples of language implementations. Continued development of problem solution and programming skills.
Prerequisite: CPS 121 (CPS 221 and 231 strongly recommended).
Fall

412 Computers and Society 3 credits
Concepts of social value and valuations; the effects of computers on society; professional ethics in decisions concerning social impact; tools and techniques used to solve problems related to social consequences of computers.
Prerequisites: CPS 121 and one of the following: CPS 221, CPS 222, CPS 231.
Spring

413 Computer Science Cooperative Education 3-6 credits
Academic study combined with work experience in the community.
Fall/Spring

421 Introduction to Numerical Analysis 3 credits
Numerical techniques for solving equations, systems of linear equations, and differential equations. Numerical interpolation and approximation. Integration and differentiation.
Prerequisites: CPS 121, MTH 241.
Spring

431 Software Design and Development 3 credits
Design techniques, organization and management of large scale software development. Students work in programming teams on a major development project.
Prerequisite: CPS 232 (CPS 331 strongly recommended).
Fall

Course Descriptions

Computer Science (CPS)

432 Database Management Systems Design **3 credits**
Introduction to database concepts, data models, data description languages, query facilities, file and index organization. Data integrity, reliability and security. Students work with real database management systems.
Prerequisite: CPS 232
Spring

480 Independent Study **1-3 credits**
Special investigation of a selected topic.
Fall/Spring

485 Special Topics in Computer Science **1-3 credits**
Topics vary from semester to semester and will be announced with preregistration information.
Prerequisite for all Special Topics courses: CPS 100 or CPS 101 or consent of instructor.
Fall/Spring

Developmental Education

MTH 010 Basic Mathematics
Students who demonstrate a deficiency in mathematics must successfully complete MTH 010. The course is designed to improve students' basic mathematical skills and prepare them to succeed in college courses. Students may not enroll in any core mathematics course until they complete MTH 010. Students successfully completing MTH 010 will be placed in an appropriate core course in MATH BANK I, depending on the results of a placement examination. Students **must** enroll in the appropriate Math Bank I course immediately after successfully completing MTH 010.

NOTE: Developmental Education credits are *not* applicable for graduation.

Course Descriptions

Education (EDU)

100 Educational Foundations — **3 credits**
An introductory study of American educational systems including historical, philosophical, and sociological considerations. The status of contemporary education practices and future trends are discussed.

101 Freshman Seminar — **0 credit**
New students are introduced to the teaching profession and to the college teacher education programs.

200 Educational Psychology — **3 credits**
Focuses on psychoeducational theories which explain the teaching-learning process. Applications of various learning theories are discussed. Cross Registration with PSY 342.
Prerequisite: PSY 123

220 *Basic Methods — **1.5 credits**
An introduction to the general strategies of teaching. Lesson planning and presentation strategies, scheduling, record keeping, assessment, and audio/visual materials are discussed.

221 *Science Methods — **1.5 credits**
Curriculum topics in elementary science are explained and specific strategies are developed.
Prerequisite: EDU 220.

222 *Language Arts Methods — **1.5 credits**
Curriculum topics in elementary language arts (spelling, penmanship, grammar, writing, etc.) are explored and specific strategies are developed.
Prerequisite: EDU 220.

223 *Social Studies Methods — **1.5 credits**
Curriculum topics in elementary social studies are explored and specific strategies are developed.
Prerequisite: EDU 220.

224 *Health Methods — **3 credits**
Curriculum topics in elementary health education are explored. Issues in health education such as nutrition, sexual development, physical fitness, medical interventions, medications, and substance abuse are highlighted. Prerequisite: EDU 220.

Course Descriptions

Education (EDU)

260 *Classroom Management — **3 credits**
Classroom management issues are discussed. Discipline and motivational strategies are developed.

320 *Reading Methods I — **3 credits**
The nature of the reading process and fundamentals of group instruction in reading are highlighted. Elementary curriculum and materials are studied.
Prerequisite: EDU 220.

321 *Reading Methods II — **3 credits**
Methods of identification of reading disorders are explained. Corrective and remedial strategies are developed.
Prerequisite: EDU 320.

322 *Mathematics Methods — **3 credits**
Curriculum topics in elementary mathematics education are explored. Specific strategies are developed. Students are introduced to computer-based instruction.
Prerequisite: EDU 220.

323 *Communication Disorders — **3 credits**
A study of the causes, diagnosis, and treatment of organic and functional speech and language disorders.

325 *Art Methods — **1 credit**
Curriculum topics in art education are explored. Ways art is integrated into the total school program are discussed.
Prerequisite: EDU 220.

326 *Music Methods — **1 credit**
Curriculum topics in music education are explored. Ways music is integrated into the total school program are discussed.
Prerequisite: EDU 220.

327 *School Law — **1 credit**
Educational law issues are explored. Topics related to the rights and responsibilities of students and teachers are discussed.

362 *Early Childhood Curriculum — **3 credits**
Curriculum areas which facilitate child development are explored.
Prerequisite: EDU 220.

Course Descriptions

Education (EDU)

363 *Early Childhood Methods — 3 credits
Focuses on content, methods, and materials used to facilitate child development.
Prerequisite: EDU 220

369 Children's Literature and Storytelling — 3 credits
Curriculum topics in elementary literature studies are explored. Uses of children's literature and storytelling techniques are developed.

380 *Senior Seminar — 0 credits
Prepares students for their student teaching semester and fordealing with issues related to certification and employment.

400 *Parents — 3 credits
Parenting styles and techniques are discussed and their impact on teaching and learning are explored. Parent-teacher communication issues and strategies are developed.

413 Cooperative Education — 3-12 credits
Academic study combined with work experience in the community.

480 *Independent Study — 1-2 credits
Students, with the assistance of faculty mentors, investigate selected topics.

485 *Special Topics — 1-2 credits
Mini-courses are offered on various topics. Students may elect special topics courses.

495 *Student Teaching and Seminar — 9 credits
499
Students spend 15 weeks practice teaching in local schools under the guidance of an experienced teacher and a college supervisor. Weekly seminars are scheduled.

Field Experiences — 0 credit
Students are expected to spend one-half day per week each semester from the second semester of their freshman year to the first semester of their senior year observing and working in community classrooms. Certain courses require projects to be completed during field experiences.

EDU 600 All Pre Education students in regular education classroom
EDU 620 Basic Methods/Language Arts Methods
EDU 622 Science Methods/Social Studies Methods
EDU 630 Reading Methods I
EDU 631 Reading Methods II
EDU 632 Math Methods
EDU 662 Early Childhood Curriculum
EDU 663 Early Childhood Methods
EDU 670 In Special Education Classroom

** Enrollment open only to students pursuing one of the areas of education.*

Course Descriptions

English (ENG)

103 Composition — 3 credits
Instruction and practice in writing skills for college and professional life.

105 The Research Paper — 3 credits
Instruction and practice in writing research papers from the choice of a topic to completion of the final draft.
Variable lecture/discussion and laboratory hours.
Prerequisite: ENG 103.

112 Speech Communication — 3 credits
A content and performance oriented course designed to teach the importance of speech communication in today's society. Basic principles of speech communication; application of principles through the creation of communication messages; giving and receiving constructive criticism; avoiding communication breakdowns.

120 Theatre Production — 1 credit
The preparation and presentation of productions including rehearsal, performance, stage management, scenery production, constructing properties, lighting, sound, costumes, programs, box office, publicity, etc. May be repeated for credit.

201/202 History of the Theatre and Drama — 3 credits each
A complete survey of the physical and dramatic development of the theatre from pre-Greek to modern times. Readings in dramatics, literature and criticism of the various periods. 201 covers pre-Greek to Elizabethan period. 202 covers French Neo-Classicism to 20th century.
Prerequisite: ENG 103.

203 Advanced Expository Writing — 3 credits
Writing clear expository prose. Practice in the major modes of exposition; rhetorical strategies and their influences on style.
Prerequisite: ENG 103.

221/222 Major British Writers — 3 credits each
A study of twelve or more British writers each semester. 221 covers Chaucer to Johnson; 222 covers Blake to Heaney,
Prerequisite: ENG 103.

247/248 American Literature — 3 credits each
A study of American writers. 247 covers the colonial period to Walt Whitman; 248 covers the Age of Realism to the 20th century.
Prerequisite: ENG 103.

Course Descriptions

English (ENG)

266/267 Western World Literature — 3 credits each
A survey of major European literature, with emphasis on the ways in which specific works reflect the cultural values and historical situations of the people who produced them. The first semester (266) covers the classical and medieval periods; the second semester (267) includes selected readings in European literature from the Renaissance to the 20th century.
Prerequisite: ENG 103.

318 The Study of Language — 3 credits
A study of American English: grammatical systems — traditional, transformational, generative. Historical development of the English language since 1066. Major influences on current American English such as Indo-European roots; immigration, borrowings, assimilations; geographical/occupational contributions; the Black American language systems.
Prerequisite: ENG 103.

339 Technical Writing — 3 credits
Technique and practice in writing basic technical reports. Guidelines for scientific reporting; memoranda; progress reports; formal documents.
Prerequisite: ENG 103.

341 Imaginative Writing — 3-6 credits
Development of writing skills in poetry, short stories, journals, essays, letters. Students select one or more areas of specialization under a contract work agreement with the instructor. Number of students limited. Lecture and laboratory.
Prerequisites: ENG 103 and permission of instructor.

343 Writing for Media — 3 credits
Basic communication technique with emphasis on news values, reporting and writing.
Prerequisite: ENG 103.

350 Medieval and Renaissance Literature — 3 credits
Intensive study of one or more selected authors, genres or movements, including such topics as Chaucer, Shakespeare, Elizabethan drama, the pastoral, metaphysical poetry. Specific topic announced before registration.
Prerequisite: ENG 103.

351 Restoration and Eighteenth Century Literature — 3 credits
Intensive study of one or more selected authors, genres or movements, including such topics as Restoration Drama, the Age of Pope, satire, biography, and the beginnings of the novel. Specific topic announced before registration.
Prerequisite: ENG 103.

Course Descriptions

English (ENG)

352 Nineteenth Century Literature — **3 credits**
Intensive study of one or more selected genres or movements including such topics as Romanticism, Victorian studies, the American Renaissance, the novel, biography. Course may cover American or British literature. Specific topic to be announced before registration.
Prerequisite: ENG 103

353 Twentieth Century Literature — **3 credits**
Intensive study of selected authors, genres or movements, including such topics as modern fiction, modern drama, British poetry, contemporary American novels. Course may cover British or American literature. Specific topic announced before registration.
Prerequisite: ENG 103.

413 English Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community for junior or seniors.

415 Selected Studies in Literature — **3 credits**
Intensive study of one or more authors, genres or movements in British, American or World literature. Material may cross national, chronological or disciplinary lines, for example, literature of women, literature of the old and aging, and other pertinent topics. Students may request areas for study. Specific topic will be announced before registration.
Prerequisite: ENG 103.

470 Internship — **3-6 credits**
Directed experience in selected phases of communications.
Prerequisite: ENG 103.

480 Independent Study — **1-6 credits**
Special investigation of a selected topic.
English majors only.
Prerequisite: ENG 103.

Course Descriptions

Foods and Nutrition (F&N)

205 Nutrition in Childhood **3 credits**
Principles of nutrition and the methods and techniques for teaching these principles to children.
Lecture: 3 hours.

241 Fundamentals of Nutrition **3 credits**
A study of the major nutrients including characteristics, functions and metabolism. Inter-relationship of nutrients; effects of inadequate and excessive intake; principles of energy metabolism; study of student's nutritional requirements.
Prerequisite: CHM 104 or permission of instructor.

324 Nutrition and Aging **3 credits**
A review of the principles of nutrition and the application of these principles to the elderly. Nutrients and their selection, use and intake; the role of nutrition in maintenance of health, prevention and treatment of disease.
Prerequisite: F&N 241 or permission of instructor.

Course Descriptions

Geography (GEOG)

201 Earth Science — **3 credits**
A study of earth's physical environment. Astronomy, weather and climate, oceans, rocks, minerals and landforms are explored individually and in relation to one another.
Fall

202 Cultural World Geography — **3 credits**
A survey of the earth's people and their relationships to the total environment. Europe, Africa, the Middle East, Australia, Asia, the Soviet Union, Latin America, the United States and Canada will be studied regionally.
Spring

204 Medical Ecology — **3 credits**
A study of disease in the context of particular times and places. The various relationships that exist in disease complexes.
Fall/Spring

413 Geography Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

451-464 Special Topics in Geography — **1-3 credits**
Topics vary from semester to semester and will be announced with preregistration information.
Fall/Spring

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

Gerontology (GER)

241 Introduction to Social Gerontology — **3 credits**
Introduction to the study of aging as just one of many normal life processes in contemporary culture. Issues discussed include the biological, psychological and sociological aspects of aging and the implications of those aspects.
GER 241 is a prerequisite for all other gerontology courses.

276 Psychology of Aging — **3 credits**
The psychological impact of age-related changes that occur between early and late maturity. Topics include changes in perceptual abilities, intellect and learning capabilities in late life; adjustment to retirement; role changes; and environmental issues which contribute to psychological health.

292 Older Women — **3 credits**
Focuses on the experience of aging as a woman in an agist and sexist society. Emphasis on the image of the older woman, her physical and mental health, life patterns and economic security.

304 Nutrition and Aging — **3 credits**
The application of the principles of nutrition to the special needs of the elderly. An understanding of the basic nutritional needs of the aging for students without formal training in nutrition. Students with no previous course work in nutrition may be required to complete additional assignments.

306 Health and Physiology of Aging — **3 credits**
A study of the effects of aging individuals' physiological changes on overall health. Identification of prevalent health problems in the aging; common conditions of each body system and their distinct features in the elderly; importance of rehabilitation to health maintenance and wellness. Students with no previous course work in physiology may be required to complete additional assignments.

358 Counseling the Older Adult — **3 credits**
The effective use of individual and group counseling techniques for older persons with emotional or social difficulties in adjusting to the aging process.

375 Aging Policies and Programs — **3 credits**
The historical development and current implementation of social policies for the aging. Discussion of policies affecting income, health care, social services, and volunteerism.

392-393 Seminar — **3 credits each**
In-depth study of a special topic or area of interest. Small group discussion format for advanced students.

Course Descriptions

Gerontology (GER)

410 Adult Protective Services — **3 credits**
Examination of the needs and potentialities of the most vulnerable and frail of the nation's elderly population. Study of the philosophy and delivery of protective services for the elderly.

413 Gerontology Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

415 Literature and Aging
Attitudes towards the aging as reflected in novels, plays, poems and short stories. Comparison of literary images of the aging with current information about aging as a normal process. Themes include death, mourning, loneliness and sexuality.

470 Practicum — **3 credits**
Work experience in a selected agency which provides services to the aged. Practicum supervised by an agency representative; education directed by faculty. Direct service to clients.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

History (HIS)

101/102 History of Western Civilization Survey 3 credits each
Study of the main currents in Western cultural and political development. Emphasis on European history from the Renaissance to the present.
Fall/Spring

103/104 United States History Survey 3 credits each
A survey of significant political, economic, social and intellectual themes in the development of the United States. 103 covers colonial times until 1900; 104 covers 1900 to the present.
Fall/Spring

210 History of Comparative Economics 3 credits
Varying themes in the historical development of economic systems, including the development of the Soviet economies.
Prerequisite: 2 semester History Survey
Spring

272 Alternate Social Systems/ Fascism, Socialism and Capitalism 3 credits
Comparative study of the three political-economic systems which dominate modern western Europe. Emphasis on the twentieth century phenomena of Fascism, Democratic Socialism and Capitalism.
Prerequisite: 2 semesters of History Survey
Fall

301 History of Nineteenth Century Revolutions 3 credits
Detailed study of the political, social and intellectual events which culminated in the revolutions of 1789, 1830 and 1848. Emphasis on the industrial and economic conditions which led to late nineteenth century radical movements.
Prerequisite: 2 semesters of History Survey.

302 History of Europe in the Twentieth Century 3 credits
An examination of major European developments since the beginning of the First World War. The nature of ideologies of totalitarian states.
Prerequisite: 2 semesters of History Survey

305 Recent American Domestic History 3 credits
A reading and discussion seminar focusing on how the Truman, Eisenhower, Kennedy, Johnson and Nixon administrations dealt with major domestic social and economic issues.
Prerequisite: 2 semesters of History Survey
Fall/Spring

306 The Cold War 1941-1951 3 credits
Study of the factors that led to the rise of the Cold War in Europe and Asia. Focuses on the debate surrounding the issue of responsibility for the superpower confrontation after 1945. Reading and discussion seminar.
Prerequisite: 2 semesters of History Survey

Course Descriptions

History (HIS)

310 History of England — **3 credits**
A detailed study of the Tudor-Stuart period. Emphasis is on the reigns of Henry VIII and Elizabeth I. The course culminates with the crisis between crown and parliament under the Stuart kings.
Prerequisite: 2 semesters of History Survey
Alternate Springs

311 History of Britain — **3 credits**
The development of British history from 1689 to the present. This course stresses the development of parliamentary government, the growth of the empire, and the emergence of Great Britain as a leading world power.
Prerequisite: 2 semesters of History Survey
Alternate Springs

320 Selected Studies in History — **3 credits**
A lecture and discussion approach to the study of special themes in history. On request students may take this course more than once if the theme they are studying differs.
Prerequisite: 2 semesters of History Survey

321 Nazi Germany — **3 credits**
An in-depth study of totalitarianism focusing primarily in Germany from 1920-1945. Emphasis on the career of Adolph Hitler, the SS, the Nazi state, the destruction of European Jewry, and World War Two. Secondary emphasis on the phenomena of racism and nationalism.
Prerequisite: 2 semesters of History Survey

390 Junior Research Seminar — **3 credits**
An introduction to historical methods and research. Students select a topic for a bachelor thesis and are guided in their research and writing. Offered annually. Required of junior history majors.
Prerequisite: 2 semesters of History Survey
Spring

401 History of the American Revolution 1763-1789 — **3 credits**
A study of the causes, consequences and meaning of the American Revolutionary era.
Prerequisite: 2 semesters of History Survey

Course Descriptions

History (HIS)

413 History Cooperative Education **3-12 credits**
Academic study combined with work experience in the community.
Prerequisite: Permission of Director

450 History Internship **3 credits**
Directed field experience in archival and/or museum projects for junior and senior students at the Wyoming Historical and Geological Society. Students supervised by the professional staff of the Society in cooperation with history faculty. Permission of the instructor required.
Prerequisite: Permission of Director

480 Independent Study **1-3 credits**
Special investigation of a selected topic.
On demand.

490 History Seminar **3 credits**
Study of selected problems or topics determined by students and seminar instructor.

Course Descriptions

Mathematics (MTH)

90 Mathematics I — **3 credits**
Development of quantitative problem solving. Methods of problem solving. Reading, determining, and solving problems using basic arithmetic, algebra, and geometry. common mathematical models of everyday phenomena. Enrollment based on results of placement examination. Fall/Spring

100 Mathematical Perspectives — **3 credits**
The place of mathematics in human enterprise and the central role it has played in the development of western civilization. Topics chosen from among: calculus ideas, geometry, graph theory, modern logic, number theory, unsolvable problems.
Prerequisite: Successful completion of core requirement in Math Bank I. Fall/Spring

108 Precalculus — **3 credits**
Linear equations, inequalities, functions, graphing, logarithms and exponentials, circular functions. Enrollment based on results of placement tests. Fall/Spring

115 Basic Statistics I — **3 credits**
An introduction to the use of statistical methods with emphasis on practical applications. Descriptive statistics, frequency distributions, estimation of parameters, introduction to hypothesis testing, correlations, linear regression and the use of computers in statistics.
Prerequisite: Successful completion of core requirement in Math Bank I. Fall/Spring

151 Analytic Geometry and Calculus I — **3 credits**
Basic concepts, limits, derivatives and applications, the conics, the integral.
Enrollment based on results of placement tests. Fall

152 Analytic Geometry and Calculus II — **3 credits**
Transcendental functions, techniques of integration, polar coordinates, vectors in R2 and R3, differential equations.
Prerequisite: MTH 151. Spring

215 Mathematical Statistics — **3 credits**
Probability theory, probability distributions, sampling theory, testing of hypotheses, curve fitting and correlation.
Prerequisite: MTH 152 (MTH 115 recommended). Spring

Course Descriptions

Mathematics (MTH)

225 Analytic Geometry and Calculus III — **4 credits**
Spherical and cylindrical coordinates, partial derivatives, multiple and line integrals, sequences and series.
Prerequisite: MTH 152. Fall

241 Linear Algebra — **3 credits**
Systems of linear equations, vector space, inner products, determinants, eigenvalues and eigenvectors, applications.
Prerequisite: MTH 152. Spring

242 Differential Equations — **3 credits**
Equations of first order and degree, higher order and degree equations, including linear with constant coefficients, systems of equations.
Prerequisite: MTH 225.

244 Set Theory and Logic — **3 credits**
Introduction to set theory, equivalence and order, Boolean algebra, introduction to logic, rules of inference.
Prerequisite: MTH 152. Fall

341 Principles of Analysis I — **3 credits**
Real number system, topology, sequences and series, continuity and differentiability.
Prerequisite: MTH 225, MTH 241. Fall

342 Principles of Analysis II — **3 credits**
Riemann-Stieltjes integral, functions of several variables, introduction to complex and analysis, Lebesgue theory.
Prerequisite: MTH 341. Spring

350 Mathematical Physics — **3 credits**
Some mathematical techniques necessary for the study of advanced physics. Includes Fourier series, Bessel functions, Legendre polynominals, vector analysis and solution of partial differential equations in boundary value problems. Course offered on request.
Prerequisite: MTH 242. Fall

351 Geometry — **3 credits**
History of geometry, axiom systems, types of geometries, axiomatic development of a geometric theory.
Prerequisite: MTH 244. Spring

363 Abstract Algebra I — **3 credits**
Introduction to abstract algebra, groups, introduction to rings and fields.
Prerequisite: MTH 225, MTH 244. Fall

Course Descriptions

Mathematics (MTH)

364 Abstract Algebra II — 3 credits
Rings, integral domains, fields, polynomials.
Prerequisite: MTH 363. Spring

413 Math Cooperative Education — 3-6 credits
Academic study combined with work experience in the community. Fall/Spring

421 Introduction to Numerical Analysis — 3 credits
Numerical techniques for solving equations, systems of linear equations, differential equations. Numerical interpolation, approximation, integration and differentiation.
Prerequisite: MTH 241, CPS 121. Spring

480 Independent Study — 1-3 credits
Special investigation of a selected topic.

486 Special Topics in Mathematics — 1-3 credits
Topics vary from semester to semester and will be announced with preregistration information.
Fall/Spring

490 Mathematics Seminar — 3 credits
Prerequisite: Permission of Department.

Course Descriptions

Medical Technology (MED)

100 Introduction to Medical Technology — **1 credit**
A familiarization with theory and laboratory practices in the field of medical technology. Laboratory and classroom experiences.

400 Clinical Microbiology — **8 credits**
Identification and clinical pathology of bacteria, fungi, viruses and parasites. Techniques to isolate, stain, and culture, and to determine antimicrobial susceptibility. Instrumentation; quality control.

401 Clinical Chemistry — **7 credits**
Enzymology, endocrinology, biochemistry of lipids, carbohydrates and proteins, metabolism of nitrogenous and products, physiology and metabolism of fluids and electrolytes, and toxicology as related to the body and diseases. The technical procedures include colorimetry, spectrophometry, electrophoresis, chromatography, automation and quality control.

402 Clinical Hematology/Coagulation — **5 credits**
The composition and function of blood; diseases related to blood disorders; the role of platelets and coagulation. Manual and automated techniques of diagnostic tests for abnormalities.

403 Clinical Immunohematology — **4 credits**
Blood antigens, antibodies, crossmatching, hemolytic diseases, and related diagnostic tests. An in-depth study of blood donor service and its many facets such as transfusions, medico-legal aspects, etc.

404 Clinical Immunology/Serology — **4 credits**
Immune response, immunoglobulins, autoimmunity and complement and related tests and diseases. Survey and demonstration of serological diagnostic tests.

405 Clinical Seminar — **2 credits**
Other courses which are not included in the above (such as orientation, laboratory management, education, clinical microscopy) and are unique to the individual hospital program.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

Music (MUS)

Theory I-II

010/030 Analysis and written harmony keyboard harmony. — 2 credits each

020/040 Sight singing and ear training. — 2 credits each

010 must be taken before 030.
020 must be taken before 040.

Theory III-IV
A continuation of Theory I-II

050/070 Advanced harmony and keyboard training — 2 credits each

060/080 Advanced singing and ear training — 2 credits each
Prerequisites: 010, 020, 030, 040.
050 must be taken before 070.
060 must be taken before 080.

103 **Class Piano** — 1 credit
A class in functional piano for beginning students.

105/106 **String Instrument Class** — 1 credit each
An introduction to the technical problems involved in the playing of string instruments.

107/108 **Dance: An Experience in Creative Movement I-II** — 1 credit each
A study of relaxation and tension, breathing and coordination. Creative, spontaneous reaction as a base for directed improvisations in a personal approach to music.
May be substituted for Physical Education.

111 **Voice Class** — 1 credit
Class instruction in voice for music majors.

117/118 **Applied Music** — 1 credit each
Applied music for non-music majors. May be repeated for credit.

Applied Music

127	Voice	1 credit
128	Piano	1-2 credits
129	Organ	1 credit
130	Violin	1 credit
132	Viola	1 credit
133	Cello	1 credit
134	String Bass	1 credit
135	Flute	1 credit
136	Clarinet	1 credit

Course Descriptions

Music (MUS)

137	Trumpet	1 credit
138	French Horn	1 credit
141	Saxophone	1 credit
142	Percussion	1 credit
143	Oboe	1 credit
144	Bassoon	1 credit
146	Guitar	1 credit
147	Tuba	1 credit
148	Trombone	1 credit

131 Guitar Arranging — **3 credits**
Prerequisite: Four semesters of guitar study and permission of instructor.

159 Class Guitar — **1 credit**
Practical theoretical knowledge and performance of all chords in various meters, styles and tempos, with or without plectrum.

160 Therapy Seminar — **1 credit**
Historical Perspectives of music as a therapeutic medium; Examination of its interrelationship with other therapies.

205/206 Survey of Music History I-II — **3 credits each**
Study of the major developments in music history and style in the West from the Greeks through the Renaissance. Second semester covers the Baroque through the post Romantic periods.
Prerequisite: Permission of instructor required for non-music majors.

207 Percussion Class — **1 credit**
Development of basic techniques on the most frequently used percussion instruments; conventions of notation; care of the instruments; methods and materials.

Course Descriptions

Music (MUS)

208 Orientation to Therapy — 2 credits

An overview of music therapy; the exceptional people with whom music therapists work. Clinical observation required.

211/212 Wind Instrument Class — 1 credit each

Instruction in the correct fundamentals for at least three woodwind and three brass instruments. Demonstration in class teaching, methods and materials.

228/229 Dance: An Experience in Creative Movement III-IV — 1 credit each

More advanced study in movement techniques stressing dynamics and form. Directed improvisations and creative activity. Prerequisite: Four semesters of applied piano.

230 Music Appreciation — 3 credits

A study of the basic materials of music; analysis of music with reference to the cultural background.

231 American Music — 3 credits

Exploration of the style and structure of jazz and blues; musical comedy and ballet; contemporary and electronic music.

251 Music in Therapy — 3 credits

A study of the clinical uses of music as therapy in the treatment of geriatric patients, mentally ill and physically disabled children, adolescents and adults.

253 Music Therapy Techniques — 2 credits

Focuses on creating and adapting music and musically-based activities to meet the needs of exceptional clients; writing therapeutic goals and objectives; developing proficiency on various non-orchestra instruments.

282/283 Lab Band — .5 credit each

Practical application of techniques learned in wind instrument class.

315 Forms and Analysis — 3 credits

General elements in musical structure. Simple and compound part forms; the suite, rondo, sonata, variation and contrapuntal forms studied through analysis of representative works.

317 Twentieth Century Trends — 2 credits

Study of the major trends in the twentieth century music from Stravinsky to electronic music. Permission of instructor required for non-music majors.

Course Descriptions

Music (MUS)

327 Conducting — **2 credits**
A study of the basic skills of conducting choruses and instrumental ensembles; score reading; baton techniques and interpretation.

342 Instrumental Counterpoint — **2 credits**
Two, three and four-part writing with emphasis on eighteenth century contrapuntal style. Canons, inventions and fugues.

352 Influence of Music on Behavior — **3 credits**
A study of music as a form of human behavior. The aesthetic need for music; the physiological, neurological, psychological and sociological needs for music experiences.

363/364 Music Education — **3 credits each**
Principles and procedures for the development of music skills in primary and intermediate grades. Study of the teaching and organization of vocal music classes in junior and senior high school. Consideration of methods and materials for general music classes and chorus.

370 Instrumental Music Methods — **2 credits**
Consideration of the materials, equipment and techniques necessary to organize and operate an effective instrumental music program in the public schools.

380 Clinical Practicum — **1-2 credits**
Music therapy majors work with exceptional clients once a week in local agencies; supervised by music therapy faculty. Weekly seminar.

410 Composition — **2 credits**
Free composition in various forms for vocal and instrumental media.

412 Orchestration — **2 credits**
A study of the characteristics of orchestral instruments. Practice in scoring instrumental combinations.

Course Descriptions

Music (MUS)

413 Piano Ensemble — 1 credit
Reading and performing compositions for two pianos.

414 Piano Literature — 2 credits
A survey of the important literature for the piano from 1700 to the present. Intended primarily for piano majors.
Prerequisite: Four semesters of applied piano.

415 Music Cooperative Education — 3-12 credits
Academic study combined with work experience in the community.

426 Pedagogy in the Major Instrument — 2 credits
Discussion of modern techniques, teaching materials, specific problems of correct presentation of class or individual methods.

453/454 Psychology of Music — 2 credits each
First semester examines musical stimuli and response, acoustics and research literature. Second semester covers learning theories and psychological positions on learning and development related to musical behavior; measurement and evaluation of musical behavior; practice in research design and implementation.
Permission of instructor required for non-music majors.

480 Independent Study — 1-3 credits
Special investigation of a selected topic.

490 Music Seminar — 1-2 credits
Readings, discussion and research from student teaching or clinical experience. For seniors only.

495/499 Student Teaching and Seminar
Students spend 15 weeks practice teaching in local schools under the guidance of an experienced teacher plus a college supervisor. Weekly seminars are scheduled.

Performance Organizations

601 College Chorus — 0 credit

604 Chamber Singers — 0 credit

605 Jazz Band — 0 credit

607 Flute Ensemble — 0 credit

608 Woodwind Ensemble — 0 credit

MUS 601-608 may all be repeated, and are graded S/U.

Course Descriptions

Nursing (NSG)

200 Introduction to Nursing Concepts 3 credits
Focuses upon the concepts of professionalism, communication, growth and development, and wellness. The interrelatedness of the concepts with professional nursing practice are explored. Clinical fieldwork reflects integrated concepts of professional nursing practice.
Prerequisites: CHM 105, PSY 123, SOC 110, BIO 211, prerequisite NLN score above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 265 and BIO 212. Spring

265 Basic Clinical Nursing Concepts Strategies and Skills 1 credit
Introduces basic competencies in cognitive, affective, and psychomotor skills for application in a clinical setting. Scientific and humanistic concepts are integrated with simulation of clinical skills.
Prerequisites: CHM 105, PSY 123, SOC 110, BIO 211, pre-nursing NLN score above 40th percentile, and annual health examination.
Corequisites: NSG 200 and BIO 212. Spring

290/291 Introduction to Baccalaureate Nursing 8 credits
Establishes the framework for health promotion and health maintenance based upon concepts of nursing process in a complex society. Emphasis is on assessing human needs including, but not limited to, oxygenation, circulation, nutrition, and safety through the use of health/physical assessment modalities. Four clinical credits obtained through challenge.
Prerequisites: CPR certification, health examinations, and current liability insurance.
This course is designed for and limited to Licensed Practical or Registered Nurses. Accelerated degree.

350 Intermediate Nursing Concepts Over the Life Span I 3 credits
Introduces the nursing theory of Sr. Callista Roy and focuses student attention on the following concepts: General Adaptation Theory, Pain, Fluid and Electrolyte Balance, and Acid-Base Balance. Students will be directed to find commonalities and differences in each of the concepts.
Prerequisites: Successful completion of all course work required through Freshman and Sophomore year, end of year testing at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 355, NSG 361, and NSG 365. Fall and accelerated degree

Course Descriptions

Nursing (NSG)

351 Intermediate Nursing Concepts Over the Life Span II — **3 credits**

Develops understanding of the concepts of Gas Exchange, Transport, Mental Health, Crisis, Anxiety, Self-Esteem, Sexuality, and Depression. Students will be directed to find commonalities, differences, and the interrelatedness of the concepts.
Prerequisite: Successful completion of all course work required through Freshman, Sophomore, and first semester of Junior year. Successful achievement of end-of-year testing through Sophomore year with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 356, NSG 362, and NSG 366. Spring and accelerated degree

355 Application of Intermediate Nursing Concepts Over the Life Span I — **3 credits**

Prototypes will be presented addressing the following concepts: General Adaptation Syndrome, Pain, Fluid, and Electrolytes and Acid-Base. Roy's adaptation theory of nursing will be utilized in the nursing care of the prototype clients. Students will be encouraged to identify similarities and differences in nursing management of the prototype clients.
Prerequisites: Successful completion of all course work required through Freshman and Sophomore year. Successful achievement on end-of-year testing through Sophomore year with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 350, NSG 361, and NSG 365. Fall and accelerated degree

356 Application of Intermediate Nursing Concepts Over the Life Span II — **3 credits**

For each of the following concepts, Gas Exchange, Transport, Mental Health, Crisis, Anxiety, Self-Esteem, Sexuality and Depression. Prototypes will be presented. Students will be encouraged to look for similarities and differences in the prototypes. Roy's Nursing Theory will be utilized with each prototype.
Prerequisites: Successful completion of all course work required through Freshman, Sophomore, and 1st semester Junior year. Successful achievement of end-of-year tests with scores at or above 40th percentile through the Sophomore year.
Corequisites: NSG 351, NSG 362, and NSG 366. Spring and accelerated degree

Course Descriptions

Nursing (NSG)

361 Clinical Application of Intermediate Nursing Concepts Over the Life Span I — 4 credits

Direct provision of nursing care will be provided for clients whose alteration(s) in health reflect the concepts and prototypes taught in corequisite courses. The nursing process using Sr. Callista Roy's Model of Care will be emphasized.
Prerequisites: Successful completion of all course work required through Freshman and Sophomore year. Successful achievement on end-of-year testing through Sophomore year with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 350, NSG 355, and NSG 365. Fall and accelerated degree

362 Clinical Application of Intermediate Nursing Concepts Over the Life Span II — 4 credits

Direct provision of nursing care will be provided with alteration in health, reflect the prototype, and concept taught in the corequisite courses. Nursing process using Callista Roy's Model will be emphasized.
Prerequisites: Successful completion of all courses required in first semester of Junior year. Successful achievement of end-of-year tests with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 351, NSG 356, and NSG 366. Spring and accelerated degree

365 Intermediate Clinical Nursing Concepts Strategies, and Skills — 1 credit

Develops intermediate competencies in cognitive, affective, and psychomotor skills for application in a clinical setting. Scientific and humanistic concepts are integrated with simulation of clinical skills.
Prerequisites: Successful achievement of all courses through Freshman and Sophomore year. Successful achievement of end-of-year tests with scores at or above 40th percentile through Sophomore year.
Corequisites: NSG 350, NSG 355, and NSG 361. Fall and accelerated degree

366 Advanced Clinical Nursing Concepts, Strategies, and Skills — 1 credit

Refines advanced competencies in cognitive, affective, and psychomotor skills for application in a clinical setting. Scientific and humanistic concepts are integrated with simulation of clinical skills.
Corequisites: NSG 351, NSG 356, and NSG 362. Spring and accelerated degree

390 Nursing Research — 3 credits

An introductory course which provides students with an overall view of the research process. The importance of research in nursing is discussed as well as the need for increased research.
Prerequisite: Successful completion of all required courses through sophomore year. Spring and accelerated degree

Course Descriptions

Nursing (NSG)

450 Advanced Nursing Concepts Over the Life Span I — **3 credits**

The nursing theory of Imogene King is introduced. In addition, the course explores five (5) concepts common in nursing: Change, Body Image, Cell Proliferation, Mobility/Immobility, and Infection/Inflammation. Students will be directed to find the commonalities and differences in each of the concepts.
Prerequisites: Successful completion of all course work required through Freshman and Sophomore and Junior years. Successful achievement on end-of-year tests through Junior year with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 455 and NSG 461. Fall and accelerated degree

451 Advanced Nursing Concepts Over the Life Span II — **3 credits**

Explores concepts common in nursing: Community Nursing, Stress in the Community, Self-Esteem in the Community, Health in Special Communities, Neural Regulation, Chemical Regulation, and Sensory Regulation.
Prerequisites: All course work required through First Semester of Senior Year.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 456 and NSG 462. Spring and accelerated degree

455 Application of Advanced Nursing Concepts Over the Life Span I — **3 credits**

Prototypes will be presented addressing the following concepts: Change, Body Image, Cell Proliferation, Mobility/Immobility, and Infection/Inflammation. King's model of nursing will be utilized in the nursing care of the prototypic parent-child families. Students will be encouraged to identify similarities and differences in nursing management of the prototype.
Prerequisites: Successful completion of all course work required through Freshman, Sophomore, and Junior year. Successful achievement on end-of-year tests through Junior year with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 450 and NSG 461. Fall and accelerated degree

456 Application of Advanced Nursing Concepts Over the Life Span II — **3 credits**

Prototypes will be presented addressing the following concepts: Nursing in the Community; Stress in the Community; Self-Esteem in the Community; Health of Special Communities; Alteration in Neural-regulation; Alteration in Chemical Regulation; and Alteration in Sensory Regulation. Imogene King's nursing theory will be utilized in the prototypes. Students will be encouraged to identify similarities and differences among prototypes.
Prerequisites: All course work required through First Semester Senior year.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 451 and NSG 462. Spring and accelerated degree

Course Descriptions

Nursing (NSG)

461 Clinical Application of Advanced Nursing Concepts Over the Life Span I — 4 credits

Direct provision of nursing care will be provided for clients whose alterations of health reflect the prototypes and concepts taught in the corequisite courses. Nursing process using Imogene King's theory will be emphasized.
Prerequisites: Successful completion of all courses required in Freshman, Sophomore, and Junior year. Successful achievement on end-of-year tests through Junior year with scores at or above 40th percentile.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 450 and NSG 455. Fall and accelerated degree

462 Clinical Application of Advanced Nursing Concepts Over the Life Span II — 4 credits

Direct provision of nursing care will be provided with clients with alteration in health that reflect the concepts and prototypes taught in co-required courses. The nursing process according to King's theory will be emphasized.
Prerequisites: All course required in First Semester of Senior year.
CPR certification, annual health examination, and current liability insurance.
Corequisites: NSG 451 and NSG 456. Spring and accelerated degree

484 Practicum for School Nursing Certification — 5 credits

The school nurse practicum provides the BSN graduate with a knowledge base of the precepts, concepts and principles of school nursing. During this clinical experience, the student acquires skills related to the roles and functions of the school nurse.
Prerequisites: Completion of NSG 482.
CPR certification, annual health examination, and current liability insurance.

485 Concepts of Leadership, Management, and Organization in the Schools — 3 credits

Explores basic concepts of leadership, management and organization in the school system with application of the concepts to the role of the school nurse.

495 Leadership and Issues in Nursing Seminars — 2 credits

Designed to introduce the students to the concepts of leadership and management in nursing. Furthermore, students will analyze the major issues and trends in nursing and health care with special attention to the socio-economic, educational, and political variables in the health care system. Seminar approach with student presentations utilized.
Prerequisites: All courses successfully completed through Freshman, Sophomore, and Junior years. Successful Achievement on end-of-year testing through Junior year at or above 40th percentile.
Corequisites: None. Spring and accelerated degree

Course Descriptions

Occupational Therapy (OT)

101/102 Seminar — **0 credit**
Introduction to health care and the values, attitudes and qualities necessary to succeed in the helping professions. Second semester emphasizes values clarification and self-awareness to assist students in making a commitment to professional level study. Included are presentations by therapists and other health care professionals.
Seminar: 1 hour.
Prerequisite: Pre-OT major.
101 Fall; 102 Spring.

203 Human Development and Occupational Performance — **3 credits**
Study of human performance as it relates to the mastery of occupational performance skills of self-care, work, and play/leisure. Observation experiences with populations spanning the developmental continuum. Satisfaction of human needs through occupation stressed.
Lecture: 3 hours. Field study: 2-4 hours.
Students provide own transportation to and from field study sites.
Prerequisite: Enrollment in Professional OT program.
Corequisite: OT 209, Fall.

204 History, Philosophy and Functions — **3 credits**
Introduction to the profession through a study of its history, theories and philosophies, and prominent figures in its development. Professional ethics and specific functions of OT in various settings are integrated.
Lecture: 3 hours. Field study: 2-4 hours.
Students provide own transportation to and from field study sites.
Prerequisite: OT 203.
Corequisite: OT 210, Spring.

209/210 Occupational Processes and Analysis I-II — **2 credits each.**
Analysis of the occupational performance components normally used in completing tasks in selected art media, clay, mosaic tile, wood, copper, leather, weaving, needlework, and daily life skills. Integration of normal human developmental principles.
Laboratory: 4 hours.
Prerequisite: Enrollment in Professional OT program.
Corequisite for 209: OT 203, Fall.
Corequisite for 210: OT 204, Spring.

217 Concepts of Wellness — **3 credits each**
Systems approach used to identify wellness as a requisite for human need satisfaction. Developmental, psychosocial, environmental, and biological factors and their effects on basic human needs will be explored. Pertinent terminology stressed.
Lecture: 3 hours.
Prerequisite: Enrollment in Professional OT program.
Corequisite: BIO 211.

Course Descriptions

Occupational Therapy (OT)

301/302 Occupational Therapy Intervention I-II — **4 credits each**

Study of conditions affecting normal development and their implications for need fulfillment. Second semester explores in-depth major conditions caused by trauma, disease or genetics that result in physical dysfunction. Specific occupational therapy methods of evaluation and rehabilitation stressed.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisites for 301: OT 204, OT 217.
Corequisites for 301: OT 311, OT 317.
Prerequisites for 302: OT 301, OT 311, OT 317.
Corequisites for 302: OT 312, OT 318.

311 Functional Human Anatomy — **3 credits**

Principles of functional human anatomy with emphasis on normal and abnormal motion. Knowledge of biomechanics, individual muscles, joint structure and function, and movements produced by muscle groups. Measurement techniques and movement analysis. Normal and dysfunctional movement patterns applied to self-care, work and play/leisure skills. Concepts integrated in lab and practicum experience.
Lecture: 3 hours. Laboratory: 1 hour.
Prerequisites: BIO 211, BIO 212
Corequisites: OT 301, OT 317, Fall.

312 Functional Neuroanatomy — **3 credits**

A review of applied neuroanatomy and function related to sensory, perceptual and motor performance. Normal structure and function together with nervous system dysfunction as applied to self-care, work and play/leisure skills. Concepts integrated in lab and practicum experiences.
Lecture: 3 hours. Laboratory: 1 hour.
Prerequisite: OT 311.
Corequisites: OT 302, OT 318, Spring.

317/318 Practicum I-II — **1 credit each**

Experience observing and interacting with developmentally and physically disabled persons. Stress placed on associating theory and techniques of intervention to the practical setting.
Students provide own transportation to and from practicum sites.
Practicum: 6-8 field hours/week.
Corequisites for 317: OT 301, OT 311.
Corequisites for 318: OT 302, OT 312.

401 Occupational Therapy Intervention III — **4 credits**

Examination of major psychiatric disorders and concepts relative to occupational therapy practice. Methods of evaluation and intervention explored in-depth.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisites: OT 203, OT 204, PSY 430.
Corequisites: OT 415, Fall.

Course Descriptions

Occupational Therapy (OT)

415 Practicum III — 1 credit
Experience observing and interacting with individuals with psychosocial problems. Association of theories and methods of intervention to the practical setting.
Students provide own transportation to and from practicum sites.
Practicum: 6-8 field hours/week.
Corequisite: OT 401, Fall.

419 Administration and Supervision — 2 credits
Organization, supervision and management principles related to developing and providing effective occupational therapy services. Discussion of current issues affecting practice.
Prerequisite: Permission of instructor, Fall.

440 Field Work in Psycho-social Rehabilitation — 6 credits
Three months of full-time experience practicing the skills of the entry level therapist under the supervision of a registered occupational therapist.
Students provide own room, board and transportation if not provided by affiliated agency.
Prerequisite: Completion of all academic and practicum requirements. Spring, Summer.

444 Field Work in Physical-social Rehabilitation — 6 credits
Three months of full-time experience practicing the skills of the entry level therapist under the supervision of a registered occupational therapist.
Students provide own room, board and transportation if not provided by affiliated agency.
Prerequisite: Completion of all academic and practicum requirements. Spring, Summer.

446 Special Interest Field Work (optional) — 2-3 credits
Six to eight weeks of supervised experience in an area of special interest, e.g., pediatrics, geriatrics, general medicine, school based practice. Not required for graduation or certification.
Prerequisite: Completion of all academic and practicum requirements. Spring, Summer.

Course Descriptions

Philosophy (PHL)

101 Contemporary Self-Images **3 credits**

This course examines the defining ideas of our culture and the modern age. Its aim is to nurture critical reflection on the dominant intellectual schemes that shape current understanding of one's self and the world. It does so by grounding class discussions around a series of challenges modernity poses for tradition.
This course is a core requirement it is also offered in the honors colloquia.
The confrontation between modernity and tradition raises profound problems of a generally human, and, more specifically, religious and moral kind. The core electives are structured to allow for a continuity of analysis of such issues in Philosophy of Person, Philosophy of Religion, and Ethics.

225 Ethics **3 credits**

Ethics is a discipline which imparts or seeks knowledge of the rightness or wrongness of voluntary action and its consequences. The application of ethical theory to different sets of problems allows for a variety of topical presentations which are outlined below:

Variations

222 Medical Ethics

The course explores the ethical questions related to modern science and the health profession. Topics such as abortion, human experimentation, genetic engineering, behavior control and the delivery of health care are analyzed.

223 Social Ethics

An examination of the leading ethical theories in normative discourse, including utilitarianism and non-consequentialism; the application of theories to such social problems as suicide, euthanasia, abortion, punishment, and environmental issues.

224 Business Ethics

The general principles of ethics applied to the free enterprise system. Capitalism, social justice, the role of government in business.

257 Philosophy of Religion **3 credits**

A philosophical inquiry into the nature of religion and the objects of thought and feeling associated with religion, such as the nature and existence of God, the nature of religious experience and symbolism, evil, transcendence, creation, immortaligy.
This course is both part of the Honors Colloquia and a core elective.

Course Descriptions

Philosophy (PHL)

260 Practical Logic — **3 credits**
The application of logical principles, techniques of critical thought and argumentation to the needs of everyday life. Emphasis on assessing the legitimacy of arguments, detecting common fallacies, evaluating evidence,and improving skills in reasoning.
This course is a core elective.

261 Philosophy of Women — **3 credits**
A philosophical examination of the literature and central issues of the women's liberation movement.

270 Social and Political Philosophy — **3 credits**
An exploration of issues pertaining to the order of human life in civil society. Study of social and political writings; literary, philosophical, and religious works that express politically relevant concepts of the human person and the world.

290 Philosophy of Person — **3 credits**
A dominantly phenomenological approach to analyzing the existential structures that constitute a person. Exploration of the possibilities for personal growth and evaluation of the various social forces that limit these possibilities.
This course is a core elective.

413 Philosophy Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

485 Special Topics — **1-3 credits**
Topics may vary from semester to semester and will be announced with preregistration information and course hours.

Course Descriptions

Physical Education (PHE)

105 Archery — **1 credit**
Instruction in basic target archery techniques, including the low method of anchoring and the bowsight methods of aiming. Fundamentals of selection and care of equipment; basic safety procedures.

107/108 Dance: An Experience in Creative Movement — **1 credit each**
A study of relaxation and tension, breathing and coordination. Creative, spontaneous reaction as a base for directed improvisations.

110 Badminton — **1 credit**
Instruction in the basic skills of badminton: serves, clear, smash, drop, drive and net shots. Rules and basic strategy of singles and doubles in recreational and tournament situations.

115 Bowling — **1 credit**
Techniques and skills of stance, approach, aim, delivery and etiquette of bowling. Language and rules of the sport. Additional costs.

120 Gymnastics — **1 credit**
Fundamental gymnastic skills, spotting techniques, safety procedures and nomenclature for women's olympic events.

125 Racquetball — **1 credit**
Fundamentals of the game, including history, rules, stroking, techniques and game tactics. Practice in singles and doubles play in competitive situations.

130 Tennis — **1 credit**
The basic spin serve, forehand and backhand drives, forehand and backhand volleys. Knowledge of theory involved in stroke production; concepts of placement and speed of the ball; progression for learning each stroke; rules and scoring systems for singles and doubles; basic strategy of singles and doubles. The significance and value of sport tennis as a cultural mode.

135 Special Physical Education — **1 credit**
A program of physical activities for students with limitations which preclude their participation in regular classes. Enrollment based on physician's recommendation or a limitation identified by the student or an instructor. Program is individualized to meet student's needs.

Course Descriptions

Physical Education (PHE)

140 Skiing — **1 credit**
Series of eight lessons at a nearby ski school. Instruction for students who have little or no skiing experience, including proper use of equipment, safety, use of lifts, progressive development of parallel ski technique to the point of doing smooth linked turns.

145 Volleyball — **1 credit**
Instruction and practice in basic skills including the underhand and overhand serve, set, bump, one-hand dig, spike and block. Rules, basic offensive and defensive strategy and sociocultural aspects of the sport are discussed.

150 Personal Development — **1 credit**
Development of programs of exercise and activity based on individual assessment of status, needs and goals. Students are enabled to determine realistic goals for their own development and use of activity throughout life.

155 Softball — **1 credit**
The nature and scope of softball; understanding and application of rules. Execution of basic softball skills and application of basic game strategy.

413 Physical Education Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

Course Descriptions

Physics (PHY)

101/102 Radiologic Physics I-II — **3 credits each**
Structure of matter; basic electricity and magnetism; X-ray properties, production and interaction with matter; X-ray circuit.
Lecture: 2 hours. Laboratory: 2 hours.

107/108 Introductory Physics I-II — **3 credits each**
An appreciation of the world of physics for non-science majors. Classical physics topics which illustrate the history, method and application of physics. Emphasis on modern physics.
Lecture: 2 hours. Laboratory: 2 hours.

131 Physical Science — **3 credits**
A survey of physical science including astronomy, chemistry and physics.
Lecture: 2 hours. Laboratory: 2 hours.

221/222 General Physics — **4 credits each**
Fundamentals of mechanics, heat, wave motion, light, electricity and magnetism.
Lecture: 3 hours. Laboratory: 2 hours.
Prerequisite: MTH 151

341 Modern Physics — **3 credits**
Introduction to atomic and nuclear physics including the Bohr atom, spectra, X-rays, matter waves, radioactivity, nuclear energy, relativity. Offered on request.
Lecture: 3 hours.

413 Physics Cooperative Education — **3-6 credits**
Academic study combined with work experience in the community.

Course Descriptions

Political Science (POL)

100 American National Government — 3 credits
A study of the national government, its structure, powers, functions and roles within the American Political system. Emphasis is placed on the Constitution and democratic processes. Part of core curriculum.

251/252 Law Seminar I-II — 3 credits each
Introduction to the legal system and legal profession; the role of lawyers and judges in American society; the courts and judicial process; policy making; legal research and procedures; the use of law books; legal terms; decision making; litigation; case analysis. Correlated field instruction and field experiences included.

405/406 American Constitutional Law I-II — 3 credits each
A case method survey of the organic role of the United States Supreme Court in the total process of the American constitutional system. Emphasis on governmental structure and relationships.

413 Political Science Cooperative Education — 3-12 credits
Academic study combined with work experience in the community.

450/451 Internship — 3 credits each
Directed field experiences for advanced students in law offices or law related agencies. Weekly College conferences coordinate theoretical knowledge with field observation and practical experiences.
Prerequisite: Permission of program director.

480/481 Independent Study — 1-3 credits each
Special investigation of a selected topic.

485 Special Topics — 3-6 credits
Topic may vary from semester to semester and will be announced with preregistration information and course hours.

Course Descriptions

Psychology (PSY)

123 Introduction to Psychology **3 credits**
A survey of the science of contemporary psychology, its methods, findings, theoretical foundations and practical applications. Topics include biological basis of behavior, developmental processes, perception, learning, motivation, personality, social behavior and abnormal behavior.

224 Organizational and Industrial Psychology **3 credits**
Investigation of organizational behavior, personnel and industrial psychology, with emphasis on utilization of basic psychological theory to make organizations more effective. Topics include personnel selection, performance appraisal, training employees and managers, leadership and supervision, communication, motivation, attitudes and job satisfaction.
Prerequisite: PSY 123 or permission of instructor.

232 Research Methods **3 credits**
Development of appreciation for the scientific method as applied to the behavioral sciences. The language of science, concepts, propositions, hypotheses, models, theories and empirical laws. Analysis of the concepts of experimental, correlational and case study methods. Prepares skills in conducting scientific literature and conducting survey research.
Prerequisites: PSY 123, MTH 115.

275 Child and Adolescent Psychology **3 credits**
Study of the relationship between phsysiological and psychological growth of the individual from infancy through adolescence. Emphasis on the theoretical formulations of child and adolescent development relative to emotional and cognitive processes.
Prerequisite: PSY 123 or permission of instructor.

276 Psychology of Aging **3 credits**
Survey of the psychological impact of age-related changes that occur between early and late maturity. Areas of study include changes in perceptual abilities, intellect and learning capacities in late life; personality changes and emotional dimensions of late life; adjustment to retirement; role changes; and environmental issues which contribute to psychological health.

280 Tests and Measurements **3 credits**
Development of skills necessary to determine the adequacy of testing instruments. Topics include personality measures, interest tests, IQ scales, achievement tests and aptitude tests. Summary of measurement statistics provided, but students are encouraged to take MTH 115, Basic Statistics, as background.

285 Communication Skills: Interviewing and Recording Techniques **3 credits**
Development of skills that may be useful in working directly with clients and others, including listening for emotions, monitoring one's own reactions and responses, building a client-worker relationship which can foster constructive change in the client.

Course Descriptions

Psychology (PSY)

330 Personality — **3 credits**
Survey of the various theories of development, structure and characteristics of personality. Freudian theory, behavioral, humanistic and existential viewpoints, trait theorists and others are explored.
Prerequisite: PSY 123 or permission of instructor.

334 Maladaptive Behavior — **3 credits**
Study of both professional and popular theories regarding mental illness and abnormal behavior. Exploration of chronology of abnormal behavior theories and treatments from demonology and phrenology to psychophysiology and chemotherapy from madness and demonic possession to modern day viewpoints. Comparative study of the medical, behavioral and social models of mental disorder.
Prerequisite: PSY 123 or permission of instructor.

342 Educational Psychology — **3 credits**
Focuses on psychoeducational theories which explain the teaching learning process. Applications of various learning theories are discussed. Cross registration with EDU 200.

350 Social Psychology — **3 credits**
Study of the relationships between individuals, and between individuals and groups or institutions. Topics include attribution of responsibility, interpersonal attraction, social influence, attitude change, characteristics and effects of crowds, and determinants of behavior.
Prerequisite: PSY 123 or permission of instructor.

365 Alcoholism — **3 credits**
An overview of alcoholism including the impact of alcohol and alcoholism on individuals and society, fetal alcohol syndrome, employee assistance programs and Alcoholics Anonymous.
Prerequisite: Permission of instructor.

381 Special Topics — **1-3 credits**
Topics may vary from semester to semester and will be announced with preregistration information and course hours.

413 Psychology Cooperative Education — **3 credits**
Academic study combined with work experience in the community.

431 Learning and Behavior Modification — **3 credits**
Review of major learning theories including classical and operant conditioning, and social learning theory. Emphasis on appropriate use of behavior modification techniques by parents, teachers, social workers, health care professionals. Students learn to use behavior modification techniques and practice them throughout the course.
Prerequisite: PSY 123 or permission of instructor.

Course Descriptions

Psychology (PSY)

452 Counseling and Psychotherapy — **3 credits**

Emphasis on treatment of psychopathology, including discussion of such approaches as psychoanalysis, Rogerian therapy, gestalt, rational, emotive and behavior therapy, primal scream therapy, transactional analysis, drug therapy, shock therapy, psychosurgery and religious counseling. Study of the current research on the effectiveness of the various therapies.
Prerequisites: PSY 123, PSY 430, or permission of instructor.

470/471 Advanced Seminars in Psychology — **3 credits each**

To enable students of advanced standing to explore in detail specific sub-areas within the field of psychology. Topics will vary; readings and group discussion. Paper usually required.
Prerequisite: Permission of instructor.

Course Descriptions

Radiography (RDT)

100 Freshman Seminar — **0 credit**
Introduction to the Radiography profession inclusive of the historical development, specialties within the field, and organizational structure of the department. Employment opportunities are also discussed.
The course emphasizes the radiography profession in order to assist the student in making a commitment to the professional level.
Lecture: 1 hour. Fall.

106 Medical Terminology — **1 credit**
Anatomical names of bones and organs of the body and other descriptive terms and their common abbreviations; prefixes and suffixes, proper usage, spelling and interpretation of terms.
Lecture: 1 hour.

112 Methods of Patient Care — **2 credits**
Communication, asepsis, body mechanics, vital signs, emergencies, drug administration and isolation technique.
Lecture: 2 hours. Fall.

115 Radiologic Positioning I — **4 credits**
Introduction to terminology and fundamental principles of positioning. Emphasis on need for different views to maintain correct detail and proportion of parts; avoidance of magnification, distortion and super-imposition of structures; topographic and radiographic anatomy of upper and lower extremities, chest, bony thorax, abdomen vertebral column, and contrast media.
Lecture: 4 hours. Spring.
Prerequisite: BIO 127.

116 Radiologic Positioning Lab I — **1 credit**
Practical application of positioning: upper and lower extremity, chest, bony thorax, abdomen, vertebrae column and contrast media.
Laboratory: 2 hours.
Prerequisite: BIO 127.
Corequisite: RDT 115. Spring.

117 Radiologic Positioning II — **2 credits**
Topographic and radiologic anatomy of the skull and skull positioning.
Lecture: 2 hours.
Prerequisites: RDT 106, RDT 115, BIO 127. Fall.

118 Radiologic Positioning Lab II — **1 credit**
Practical application of positioning cranial anatomy.
Laboratory: 2 hours.
Prerequisite: RDT 115, RDT 116.
Corequisite: RDT 117. Fall.

120 Radiologic Technique I — **3 credits**
History of radiology, darkroom procedures, protection, exposure factors and film critique.
Lecture: 2 hour. Laboratory: 2 hours. Spring.

122 Radiologic Technique II — **2 credits**
Mathematical conversion of exposure factors, proper use of grids, film critique.
Lecture: 2 hours. Laboratory: 1 hour.
Prerequisite: RDT 120. Fall.

Course Descriptions

Radiography (RDT)

140 Clinical Experience I — **2 credits**
Orientation to the clinical setting, equipment familiarization, application of theoretical principles through examination of patients under direct supervision. Film critique.
16 hours per week.
Prerequisites: RDT 106, RDT 115, RDT 112, RDT 120.
CPR certification, annual health examination, current liability insurance, and verification of observation. Spring.

155 Clinical Experience II — **3 credits**
Continuation of RDT 140. Experience in perfecting the application of ionizing radiation under supervision.
32 hours per week.
Prerequisites: RDT 117, RDT 118, RDT 122, RDT 140, RDT 210.
CPR certification, annual health examination, & current liability insurance. Summer

200 Radiation Protection — **1 credit**
Patient protection, personnel protection, maximum permissable dose, exposure monitoring. Required course for all radiography majors.
Lecture: 1 hour.
Prerequisite: RDT 155. Fall.

210 Sophomore Registry Seminar — **0 credit**
Review of RDT 106, 112, BIO 127 from the Fall Semester, as well as review of concurrent courses during the spring semester: RDT 115, 120 and BIO 128.
Lecture: 1 hour.
Prerequisites: RDT 106, 112.
Corequisites: RDT 115, 116, 120, BIO 128. Spring.

221 Special Radiographic Procedures — **2 credits**
History and equipment, neuroradiography,angiography, bronchrography, hysterosalpingography, arthrograpy, subtraction and xerography.
Lecture: 2 hours.
Prerequisite: RDT 255. Fall.

225 Clinical Experience III — **2 credits**
Continuation of RDT 155, including special procedures and pediatric radiography.
16 hours per week.
Prerequisite: RDT 155, CPR certification, annual health examination, and current liability insurance. Fall.

245 Clinical Experience IV — **3 credits**
Practical application of theory and skills acquired in all phases of the curriculum. Continuation of RDT 225.
24 hours per week.
Prerequisites: RDT 225. CPR certification, annual health examination, and current liability insurance. Spring.

247 Radiologic Pathology — **1 credit**
A study of disease: congenital, trauma, bacterial and viral disorders, neoplastic and degenerative. Conditions of illness and their effects on systems of the human body.
Lecture: 1 hour.
Prerequisites: RDT 115 and BIO 127 for Radiography majors. All other must be in the field of Allied Health or other related disciplines. Spring.

Course Descriptions

Radiography (RDT)

255 Clinical Experience V* — **3 credits**
Continuation of RDT 245.
32 hours per week.
Prerequisite: RDT 245, RDT 310. CPR certification, annual health examination, and current liability insurance. Summer.
Optional minor rotations in specialty areas available.

265 Clinical Experience VI — **2 credits**
Continuation of RDT 255. 16 hours per week.
Prerequisites: RDT 255. Fall

275 Clinical Experience VII** — **2 credits**
Final phases of the clinical component. Advanced practical application of theory and skills learned in the entire program. 16 hours per week.
Prerequisite: RDT 265. Spring.

310 Junior Registry Seminar — **0 credit**
Comprehensive review of all RDT and related courses in order to prepare for the Registry certification.
Lecture: 1 hour.
Prerequisites: RDT 117, 118, 122, 200.
Corequisites: RDT 247, 448. Spring.

410 Senior Registry Seminar — **0 credit**
Continued comprehensive review of all RDT and related courses as preparation for the National Registry Certification.
Lecture: 1 hour.
Prerequisites: RDT 221, 445.
Corequisite: RDT 275. Spring.

413 Radiography Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community. To be arranged.

445 Radiology Management — **3 credits**
An introduction to management as it applies specifically to the field of radiography with emphasis on staffing, management styles, interviewing and evaluating processes, disciplining employees, and the importance of credentialing.
Lecture: 2½ hours.
Prerequisite: RDT 255. Fall.

448 Quality Control — **3 credits**
Examination of factors affecting radiographic quality and methods used to test, evaluate and ensure radiographic quality.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: RDT 122. Spring.

***Students admitted prior to Fall 1986** are eligible to sit for the National Registry Examination in **October,** following successful completion of RDT 255, Clinical Experience V.

****Students admitted in Fall 1986 and thereafter** are eligible to sit for the National Registry Examination in **July,** following successful completion of RDT 275, Clinical Experience VII.

Course Descriptions

Religious Studies (RLS)

Note: Students are required to take two (2) courses from the 100 level category to fulfill their religious studies core requirement.

100 Biblical Studies **3 credits**
Biblical Studies is the study of selected Christian scriptures toward development of an awareness of what the Biblical authors meant to communicate to their contemporaries with special attention paid to literary forms, sociological factors and historical settings. The course focuses attention on the New Testament while showing how the Hebrew Bible influenced and was utilized by first century Christians.

103 Moral Theology **3 credits**
A study of human conduct within the Christian context. Central issues such as the sources and nature of moral obligations, personal and social responsibility, freedom and sinfulness, are addressed. Also, contemporary moral problems are presented and critically analyzed.

104 World Religions **3 credits**
World Religions is the study of religions drawn from many areas of the world. The course may include study of Islam., Buddhism, Hinduism, Macumba, Taoism, etc. The religions will be considered in light of their history, their central beliefs, their main devotional or meditative practices and their art. While students will be expected to compare and contrast the religions studied, the course is not intended to argue for the superiority of one or another religion.

106 Theology and Human Experience **3 credits**
The course provides students with the theological foundation necessary for relating with human experience by addressing the major resources of the Christian faith, scripture and tradition, cultural influences and experience.

111 Christology **3 credits**
Historical, scriptural and theological insights into the actuation of the Jesus event in one's personal life, in the Church, and in contemporary world experience.

113 Theology of the Church **3 credits**
Explores the nature and purpose of Christian community from a historical, biblical and theological perspective with special reference to the relationship between ministerial practice and theological understanding in the contemporary Christian experience.

115 Religion in American
This is an historically oriented study of forms of religion found in American including Catholicism, Judaism and a variety of forms of Protestantism. Areas of study will include the pattern of American religious history from the Puritans, through the revivals, to the present day and the factors of history, organization, creed and practice which differentiate denominations. Particular attention will be paid to groups outside the Mainline denominations, e.g. Mormons, Mennonites, Pentacostals, Hare Krishnas.

Course Descriptions

Religious Studies (RLS)

200 Sacramental Theology — **3 credits**
The study of the sacraments as basic symbols shared within the Christian community.

203 Holocaust: The Problems of Evil
The problem of evil is analyzed in the framework of the holocaust, especially the question of a just and loving God amid disproportionate evil. The historical and religious elements of the Holocaust, as well as contemporary theological responses to the Holocaust, will be studied.

204 Selected Studies in Women and Religion — **3 credits**
An historical and theological survey of women in the Judeo-Christian tradition. Emphasis will be given to the role of women in scripture and in the church with special focus on the changing role of women in the church and in society today.

206 Islam — **3 credits**
A study of the faith and practice of the Islamic religion, including the role of the prophet Mohammed; the Koran; the Five Pillars of Islam; and Sunni, Shi'ite and Sufi Muslims. A survey of strong historical and political emphasis, tracing the Islamic world from its rise, through the golden age, into the present.

208 Selected New Testament Topics — **3 credits**
In-depth study of a particular New Testament author or school, e.g., John and the Joannine School, Luke, Paul, the Pauline School, etc. Examination of attitudes toward Judaism and the Mosaic Law, the Gentile mission and Gentile Christianity. Theological structures, especially Christology and Ecclesiology.

220 Origins of Christianity — **3 credits**
A survey of the first four centuries of the Christian movement, from the time of Jesus through the time when Christianity became the official religion of the Roman Empire. The development of orthodoxy, Christian schools of thought including Gnosticism, Marcionism and the rise of Manicheism.

224 Practicum in Christian Ministry — **3 credits**
Integration of pastoral practice and theological insight. Processes of theological reflection explored within the context of pastoral ministry. Theological study, pastoral field placement and evaluation.

Course Descriptions

Religious Studies (RLS)

227 Eastern Religions **3 credits**
Study of such topics as Yoga, Enlightenment, the Buddha, the Tao, and the thoughts of Mao Tse-Tung as well as the religious questions asked by the cultures of India, China, and Japan.

228 Theology of Mary **3 credits**
The role of Mary in the contemporary Church from an historical, social and theological perspective.

480 Independent Study **1-3 credits**
Qualified advanced students may arrange independent study in areas not covered by existing courses. The permission of the involved faculty is required before Independent Study may be pursued.

485 Special Topics **1-3 credits**
This offering allows students the opportunity to pursue the investigation of a selected topic. Topic may vary from semester to semester and will be announced with pre-registration information and course outlines.

Course Descriptions

Social Work (SWK)

103 Community Service — **3 credits**
Practical experience in helping people and the community, understanding human needs and assessing potential for human services professions.
Lecture combined with 4 hours per week in community service.
Course open to all students.
Prerequisite: None.

232 Research Methods — **3 credits**
Appreciation of the scientific method as applied to the behavioral sciences and social work. The language of science, concepts, propositions, models, hypotheses and empirical laws. Analysis of concepts of the experimental, correlational and case study methods. Critical reading of research; introduction to research activities.
Prerequisite: MTH 115 Basic Statistics I.

251 Introduction to Social Welfare — **3 credits**
Introduction to the field of social work and the social welfare system in the United States. Focuses on the historical and philosophical antecedents of present day social welfare programs and the development of social work as a profession.
Prerequisite: SOC 110 or permission of instructor.

252 Social Welfare Policies and Services — **3 credits**
A systems approach to the study and assessment of contemporary social welfare programs. Focuses on the interplay of social, political and economic forces that influence the planning and implementation of social welfare services.
Prerequisite: SWK 251 or permission of instructor.

285 Communication Skills: Interviewing and Recording Techniques — **3 credits**
Development of skills useful in working directly with clients and others. Listening for emotions, monitoring one's own reactions and responses, building a client/worker relationship that will foster constructive change in the client.
Prerequisite: Permission of instructor.

353/354 Social Work Methods and Processes I-II — **3 credits each**
Skills in social work intervention will be developed, including case work, group work, community organization, assessment, goals and methods of implementation of large and small group theory. A study of the social worker's role as advocate and change agent.
SWK 353 Prerequisite for SWK 354

356 Social Casework Practice — **3 credits**
Examination of social work delivery services in the one-to-one relationship. Emphasis on casework skills, case record writing and analysis, and creative problem solving based on behavioral science data and observed needs.
Prerequisite: SWK 353.

Course Descriptions

Social Work (SWK)

358 Counseling the Older Adult — **3 credits**
A social work practice course with emphasis on individual and group counseling techniques for older persons with emotional and social difficulties.
Prerequisite: Permission of instructor.

360 Special Topics in Social Work Practice — **1-3 credits**

361 Special Topics in Social Work Policy — **1-3 credits**
Content of these courses varies from semester to semester in keeping with student and faculty interest.
Prerequisite: Permission of instructor.

363 Child Welfare Services — **3 credits**
The history and current provision of services to children in need of care because of neglect, abuse or lack of family support.
Prerequisite: Permission of instructor.

365 Social Work with Groups
Group work as a method of effecting change in the individual. Discussion of group structure and processes; interventive techniques used by group workers. Experiential learning.
Prerequisite: SWK 353 and SWK 354, or permission of instructor.

371 Field Instruction I — **3 credits**
Students work in a community agency two days per week for one semester, under the supervision of an agency person and a member of the social work faculty. Students participate fully in agency activities.
Prerequisite: SWK 103 or Permission of instructor.

375 Aging Policies and Programs — **3 credits**
Analysis of causes, intent and results of policy decisions as they are experienced as programs and services for the elderly. Discussion of policies affecting income, health care, social services and volunteerism.
Prerequisite: Permission of instructor.

390/391 Seminar — **3 credits each**
Analysis of special areas of social work.
Prerequisite: Permission of instructor.

392 Child Abuse and Neglect — **3 credits**
A practice oriented course for students who intend to work in a protective service role. Abuse and neglect: causes, legal sanctions for intervention, treatment approaches, case planning and services.

Course Descriptions

Social Work (SWK)

395 Foster, Residential and Adoptive Care
Assessment, case planning and the provision of services in foster care, in residential facilities, and for child adoption.
Prerequisite: SWK 363 or permission of instructor.

413 Social Work Cooperative Education **3-6 credits**
Academic study combined with work experience in the community.

452 Adaptive Behavior **3 credits**
Integration of knowledge from sociology and psychology with social work and other helping professions. Environmental factors, systems theories and psychosocial development during the life cycle of the individual are studied.
Prerequisites: SWK 103, SWK 332, SWK 231, SWK 252, SWK 353, SWK 354, SWK 285, SWK 371, SWK 475, SWK 476

472/473 Field Instruction Seminar **1 credit**
474
Weekly seminar for students involved in field instruction; for duration of field placement. Integration of theoretical knowledge with practical field experiences. Student case materials and experiences discussed.
Corequisite: Field instruction course.

475/476 Field Instruction II-III **3 credits each**
Two days a week for two semesters, senior social work students practice in a social service agency. Practice supervised by agency representative; education directed by social work faculty. Direct service to clients.
Prerequisite: Permission of instructor.

477 Field Instruction IV **6 credits**
An alternative to SWK-476 in cases where block placements are more valuable. Senior social work students work full time in an agency for eight to ten weeks for one semester. Practice supervised by an agency representative; education directed by social work faculty member. Direct service to clients.
Prerequisite: Permission of instructor.

480 Independent Study **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

Sociology (SOC)

110 Anthropology — **3 credits**
Basic principles of human cultural and physical evolutionary development. Emphasis on range and variability of human cultures through examination of selected African, Asiatic, Native American and Oceanic societies. Social change, social stratification, culture and personality, culture and language, ethnocentrism, cultural relativism and social control.
Fulfills Anthropology core requirement.

121 Principles of Sociology — **3 credits**
Lecture/discussion format introduces students to the conceptual and methodological tools of scientific analysis of human interactions, social behaviors and social processes. Sociological perspective, empirical studies and theoretical viewpoints.

122 Social Problems — **3 credits**
An analysis of the theory of social problems. Emphasis on the factors which cause social problems, particularly in the American culture.
Prerequisite: Permission of instructor.

221 Cultural Minorities — **3 credits**
This course explores the nature of majority-minority relations as it relates to people of color in American society, Majority-minority relationships will be examined from the sociological perspective, which identifies majority status as one of *dominance* and minority status as one of *subordination*. In doing so, students will identify and analyze those historical, psycho-social, and socio-structural factors which have contributed to the making of minority groups and to the perpetuation of prejudice and racism. Majority-minority relationships in the United States will be illustrated by studying the social experience of four selected groups: Black Americans, Native Americans, Mexican Americans, and Puerto Rican Americans. Students will be expected to apply their knowledge of both the *strengths* which minority groups develop and the *negative stressors* which minority groups face to their own future professional roles.
Prerequisite: SOC 110 Anthropology

321 The Family — **3 credits**
A study of the family as a social institution. A multiple disciplinary approach drawing from sociology, anthropology, psychology and economics. Family patterns of organization, disorganization and reorganization in contemporary America.
Prerequisite: SOC 110 or permission of instructor.

392/393 Seminar — **3 credits each**
Analysis of special areas of sociology or anthropology.
Prerequisite: Permission of instructor.

413 Sociology Cooperative Education — **3-6 credits**
Academic study combined with work experience in the community.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

Special Education (SED)

100 Exceptional Children 3 credits
Definitions of exceptional children, their characteristics, the methods used to identify their learning needs and the types of educational programs available. Topics include special education, mental retardation, learning disabilities, social and emotional disturbance, speech and language impairments, vision handicaps, hearing handicaps, physical handicaps, and giftedness.

***200 Policy/Procedure in Special Education** 3 credits
Introduces students to the legal framework of special education. Major legislation and litigation which affect special education are reviewed. Students are introduced to federal, state, and local education policy and procedure and how to write individualized educational plans (IEP).
Prerequisite: SED 100.

***210 Motor Development** 3 credits
Introduces students to neurological factors which affect motor development. Methods of promoting sequential motor skills in handicapped children are demonstrated.

244 *Characteristics of the Handicapped I 3 credits
Study of exceptional children with severe mental retardation and physical handicaps. The causes and characteristics of intellectually and physically handicapping conditions are explained. Classification and diagnostic procedures are highlighted.
Prerequisite: SED 100

344 *Characteristics of the Handicapped II 3 credits
Study of exceptional children with learning disabilities or social and emotional disturbances. The causes and characteristics of learning and behavioral problems are explored. Classification and diagnostic procedures are highlighted.
Prerequisite: SED 100

260 *Classroom Management 3 credits
Develops competencies related to effective classroom management, discipline techniques and motivational practices. Various theoretically based strategies discussed. Operant techniques emphasized.

245 *Strategies MPH I 3 credits
Develops diagnostic, prescriptive, instructional, and evaluative skills needed by teachers of "pre-academic level" children including those who are severely intellectually and/or physically handicapped.
Prerequisite: SED 244.

Course Descriptions

Special Education (SED)

345 *Strategies MPH II — 3 credits
Develops diagnostic, prescriptive, instructional, and evaluative skills needed by teachers of "academic level" children including those who are learning disabled and emotionally disturbed. Prerequisite: SED 344.

343 *Diagnosis of Learning Problems — 3 credits
Information on the purpose/assumptions of evaluation, descriptive statistics, a survey of tests used in education and social services, and the basis of test construction.

372 *Vocational Habilitation — 3 credits
Addresses career education of handicapped students. Emphasis on secondary education and post-school alternatives. Community resources are explored.

375 *Issues in Special Education — 3 credits
Advanced special education majors use this seminar course to explore current issues in special education. Major oral and written presentations are required.

400 Parents of the Handicapped — 3 credits
Parenting styles and techniques are discussed and their impact on teaching and learning are explored. Parent-teacher communication issues are discussed and strategies developed.

413 Cooperative Education — 3-12 credits
Academic study combined with work experience in the community.

480 Independent Study — 1-2 credits
Students, with the assistance of faculty members, investigate selected topics.

485 Special Topics — 1-2 credits
Special education majors may take credits in special topics. These credits can be accumulated by taking special mini-courses such as *Working with Parents and Families of the Handicapped, Sign Language, Medical Procedures, Culturally Different Children, Community Agencies,* etc.

495/497 *Student Teaching and Seminar — 9 credits
Students spend 15 weeks practice teaching in local schools under the guidance of an experienced teacher and a college supervisor. Weekly seminars are conducted.

Field Experiences — 0 credit
Students are expected to spend one-half day per week each semester from the second semester of their freshman year to the first semester of their senior year observing and working in community classrooms or agencies. Course-related assignments are completed.

SED 600 Pre Education in Regular Education
SED 622 Characteristics MPH I
SED 625 Strategies MPH I
SED 644 Characteristics MPH II
SED 645 Strategies MPH II
SED 672 Agency
SED 680 General

**Enrollment limited to Special Education Majors.*

College Regulations

Admission Requirements

College Misericordia encourages applications from those who seek a strong liberal arts base for their chosen baccalaureate education and who present evidence of the ability and desire to pursue an academic program of study.

Candidates for general admission to the College are reviewed on a rolling admissions basis by the Committee on Admissions. The decision to admit a student is based on the student's intended field of study and on an evaluation of the student's qualifications.

General Admission to the Freshman Class

An applicant for admission who wishes to enter the freshman class should provide the Admissions Office with the following:

1. Application for Admission with a non-refundable $15 fee.
2. Official copy of the secondary school transcript forwarded to the Dean of Admissions by the Guidance Department of the secondary school. The transcript should indicate that the candidate has completed, or is in the process of completing, at least sixteen (16) Carnegie Units. The transcript should include current semester courses and all pertinent information regarding the student's educational background. Students who have secured a High School Equivalency Diploma may also be considered for admission.
3. Test results of the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Testing (ACT) Program are generally required for admission. Waiving of test requirements is made only by written permission of the Dean of Admissions.
4. Although not required, a written recommendation from the high school principal or guidance counselor is encouraged.
5. Handicapped students requiring special services must submit documentation of their handicapping condition.
6. Personal interviews are not required. However, applicants are strongly encouraged to arrange for a personal interview and a tour of the campus. This interview and tour is especially important in the case of handicapped students.

Admission to the Alternative Learner's Project

College Misericordia accepts a limited number of students each year into its ALP program for Learning Disabled Students. For information on this special program and the application process, please contact the Admissions Office at (717) 675-4449.

Admission of Transfer Students

College Misericordia welcomes students who wish to transfer from other accredited four-year colleges or universities, or two-year junior or community colleges. Students will be considered for admission if they have maintained a cumulative GPA of 2.0 or better (based on a 4.0 system). In some instances a GPA of 2.5 is required for advancement to the professional level. (See individual curriculum guides in front of catalog.) Candidates who meet the GPA requirements for general admission and who seek advanced standing for previous college work must provide the Dean of Admissions with the following:

College Regulations

Admission Requirements

1. Application for Admission with a non-refundable $15 fee.
2. Official copy of secondary school transcript.
3. Two (2) official transcripts from each college previously attended where credit has been earned.
4. Statement of honorable dismissal from the college previously attended.
5. Copy of a current catalog, indicating courses taken, from the institution previously attended.

Admission of transfer students is based primarily on the applicant's academic performance at the institution attended previously. Transfer credit will be awarded for those courses that are equivalent to courses offered at College Misericordia. Normally, only grades of "C" or better will be accepted for transfer credit. The registrar, however, reserves the right to award or withhold credit.

Grades earned at other institutions are not included in the student's GPA at College Misericordia.

Transfer students are encouraged to arrange an interview with an admissions counselor to review academic status and proposed curriculum.

Transferring with an Associate Degree

College Misericordia will accept all credits earned as requirements for the Associate Degree as indicated by the Official College Catalogue of the degree-granting institution. Students normally must complete the Core Curriculum as required either directly or by reasonable substitution as prescribed by the College Misericordia Registrar in the course of transcript evaluation.

In some cases, approved substitute courses may fulfill requirements of both core and major. Normally, no student with an Associate Degree will be required to complete more than 70 credits at College Misericordia.

If the combined requirements of Core and Major exceed 70 credits, and if the Associate Degree is related to the intended major as determined by Registrar in conjunction with Division Chair, the following stipulations will apply:

1. The student will not be permitted to declare a minor, a concentration or an area of emphasis;
2. Priority will be given to the major requirements;
3. In distributing other Core Curriculum requirements consideration will be given to enriching the student's liberal education and complementing Core equivalencies completed as part of the Associate Degree. In this case, determination of appropriate Core courses will be done by the Registrar in consultation with the Division Chair.

Courses which apply to the student's major will be evaluated by the College Misericordia Registrar on a course by course comparison with College Misericordia courses and are subject to the approval by the Registrar in consultation with appropriate Division Chairs.

College Regulations

Admission Requirements

The Admissions Process

Upon receipt of the Application for Admission, the secondary school record/transcript, post-secondary transcripts (if applicable), and the guidance or transfer counselor recommendation, the Committee on Admissions reviews the applicant's portfolio and notifies a candidate by mail of the admission decision usually within three or four weeks.

Because of the limited number of students admitted each year to most programs of study, reservation deposits will be accepted only while space is available. Normally, reservation deposits should be made within six weeks of notification of acceptance. Deadline extensions may be granted only with the written consent of the Dean of Admissions.

Incoming students who wish to enroll at College Misericordia for either the fall or spring term must submit a reservation deposit of $100 if they want to reside on campus. A $50 reservation deposit is required for full-time incoming students who plan to commute. This deposit will not be refunded if the student withdraws.

Early Decision

Students for whom College Misericordia is the only choice for admission may apply for early decision. These applicants must have exhibited exceptional academic achievement through the junior year in high school. Applications must be submitted after May 15 of the junior year and before September 1 of the senior year.

Admission to College Misericordia does not commit the student to attending, but affords the early decision applicant the opportunity to know his or her admission status early in the fall of senior year. Early decision candidates must also adhere to the reservation deposit deadline.

Early Admission

Students who have completed their junior year in high school with an outstanding record of achievement may apply for early admission to College Misericordia. Candidates for early admission must meet the requirement for the program as set forth by the Academic Policies Committee. The applicant's grade point average of SAT results are among the major considerations.

Admission of Part-Time Continuing Education Students

Students wishing to be accepted to Misericordia on a part-time basis in either the Accelerated Degree Program (evening/weekend) or the semester format should first contact Continuing Education for a personal interview. Curriculum requirements, relevant college policies, the process for transfer credit evaluation, and financial aid referral will be explained in detail at that time.

Although part-time students may begin their studies on a non-matriculating basis, they are encouraged to apply for formal admission to the college at the earliest possible date. (Non-matriculated students are limited to earning fifteen (15) credits at the college unless special arrangements have been approved). Students applying for part-time admission to the college must:

College Regulations

Admission Requirements

1. Complete a part-time student application form. Submit a non-refundable $15 fee with the form.

2. Send two official transcripts from each college previously attended to the Continuing Education Department.

3. Send two copies of their secondary school (high school) transcript to the Continuing Education Department.

4. Registered nurses must send transcripts from their diploma-granting institution, as well as two copies of their RN license to the Continuing Education Department.

Upon receipt of the necessary transcripts and application, the Committee on Admissions will meet and notify the candidate of its decision by mail within three to four weeks. Students should be aware that certain programs (Nursing, Education, Occupational Therapy, Radiography) have specific requirements for acceptance into the program. (Refer to the individual curriculum guides in the front of this catalog).

Admission to the Education Program

A candidate who wishes to be admitted to the Pre-Education program (freshman year) must meet all of the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program. Advancement criteria for the Professional Program (Sophomore, Junior and Senior years) is outlined in the Education Program description of this catalog.

College Misericordia welcomes applications from qualified transfers to the Teacher Education Program. To qualify a student must demonstrate a minimum 2.5 G.P.A. in all college work attempted. An evaluation of transfer credits will determine program level. All transfers are required to meet with an Education Program Advisor prior to registration.

Interested students should refer to the Selection and Retention criteria listed in the Education Program description.

Admission to the Nursing Program

Students who wish to be considered for Pre-Nursing must submit the results of their SAT or ACT tests to College Misericordia, and must have completed at least one year of chemistry, biology, and mathematics, including one semester of algebra in high school, achieving at least a grade of "C" in each course. Factors to be weighed in determining acceptance into the Pre-Nursing program include:

1. SAT or ACT test scores.

2. High school science and mathematics grades.

3. High school class rank.

Admission to the Pre-Nursing program does not guarantee advancement to the Nursing major. Advancement criteria for the Professional Nursing Program (Sophomore, Junior and Senior years) is outlined in the Nursing program description of this catalog.

College Regulations

Admission Requirements

College Misericordia welcomes qualified transfers to the Nursing Program. Transfers are required to have a personal interview with the chair of the Division of Nursing and must demonstrate a minimum cumulative G.P.A. of 2.5 in all college work attempted.

All interested students should refer to the section on Selection, Advancement and Graduation listed in the Nursing Program description.

Admission to the Occupational Therapy Program

Students admitted to the Pre-Occupational Therapy program (first year of study) must meet the general admission requirements of College Misericordia. Applicants should demonstrate a solid background in high school mathematics and science including at least one year of biology and one year of chemistry with grades of "C" or better. Although not required, students are urged to meet with the Occupational Therapy program faculty to discuss the major in detail. Admission to the Pre-Occupational Therapy program does not guarantee advancement into the professional program in Occupational Therapy.

Transfers may apply for Pre-Occupational Therapy status with the understanding that a four-year sequence is required to complete the program. Transfers must demonstrate a minimum 2.5 G.P.A. in all college work attempted. Transfers must meet with the Occupational Therapy program director to discuss career options in the field.

All interested students should refer to the selection and retention criteria listed in the Occupational Therapy Program description.

Admission to the Radiography Program

A candidate who wishes to be considered for the Pre-Radiography program (first year of study) must meet the College's general admissions requirements. In addition, students applying for Admission should also have at least three years of high school mathematics, one year of biology, and one year of physics, achieving a minimum grade of "C" in each course. Chemistry is strongly recommended but not required. Interviews should also be arranged with the program director and the Committee on Admissions. Admission into the Pre-Radiography program as a freshman does not guarantee advancement into the clinical setting. Advanced placement directly into the clinical setting (sophomore level) will be considered providing clinical space is available, the student has a minimum G.P.A. of 2.5, and has earned a minimum of 24 credits.

College Misericordia welcomes transfers into the Radiography program, providing clinical space is available and the student has a minimum G.P.A. of 2.5, and has earned a minimum of 24 credits.

All interested students should refer to the selection and retention criteria listed in the Radiography Program description.

Advanced Placement

Students who have followed the College Entrance Examination Board college-level program in secondary school, and have scored 3 or higher on selected Advanced Placement examinations, may be granted academic credit at College Misericordia. Decisions concerning Advanced Placement credits are made by the Registrar and the Division Chair.

College Regulations

Admission Requirements

College Level Examination Program (CLEP)

Matriculating students may earn up to thirty (30) credits in any degree program through CLEP. All thirty credits earned through CLEP subject examinations, or fifteen (15) of the thirty may be earned by taking CLEP general examinations. A minimum score of 50 is required in any subject examinations, and a minimum score of 500 in the general examinations is required to obtain credit.

Subject examinations may be taken only in those subjects which correspond to courses described in the catalog or which are part of the cooperative program with King's College, Wilkes-Barre.

Institutional Testing Requirements

All students admitted to the college are required to take a series of tests in basic skills areas before they may register for classes. New full-time freshmen or full-time freshmen transferring fewer than fifteen credits who demonstrate a deficiency in one or more of the basic skills areas will be required to enroll in courses in the area corresponding to the deficiency. Students demonstrating a deficiency in mathematics must enroll in Math 010. Students demonstrating deficiencies in writing will be enrolled in special sections of ENG 103. Those with deficiencies in reading will enroll in special sections of HIS 101 or SOC 110.

Students transferring fifteen credits or more will be advised to correct any skills deficiency demonstrated through coursework or tutoring, but will not be required to take Developmental Education courses. Handicapped students must participate in the freshman testing project; however, handicapped students will be required to enroll in Developmental Education courses only if the courses are deemed appropriate. Students must attain acceptable skills levels by the end of their second semester.

The freshman testing project also includes advanced placement testing in writing and mathematics.

Some majors require program-specific testing at various levels. Frequently the results of these tests determine a student's eligibility to continue within the program.

All juniors participate in a mid-point testing project. The testing measures their achievement in several general education areas. The results may be used by students to make program modifications.

Seniors in selected majors must take general education and major program area tests before they graduate. The senior testing is important for students who wish to continue their education. Additionally, the senior major program testing qualifies students in a variety of majors for outside agency certifications and licenses.

Re-Admission

Students who have previously attended College Misericordia and have withdrawn for personal reasons may be considered candidates for re-admission. It is not necessary for the student to reapply, but a letter should be sent to the Dean of Admissions indicating the reason(s) why the student withdrew and wishes to return to the College. In the case of disciplinary dismissal, the matter will be referred to the Dean of Students.

Students who have been dismissed for academic reasons must petition the Academic Dean for readmission. Academically dismissed students may not be readmitted for one year after their dismissal and until they have raised their GPA to 2.0 by taking classes at the College on a non-matriculating part-time basis. Readmission of an academically-dismissed student does not necessarily imply re-admission to a major program. The student will be admitted for one semester, pending an evaluation of the semester's work by the Academic Status Committee. If at the end of the semester the student fails to maintain a 2.0 cumulative grade point average and/or fulfill other conditions of readmission, he or she will be dismissed permanently. (See individual majors for additional requirements.)

College Regulations

Academic Advising

Each student is assigned an academic advisor within the student's major department. Students undecided about their major will be assigned special advisors.

Academic advisors are the students' liaison with other college offices. Advisors should be consulted often for guidance and advice. In addition to lending academic guidance, advisors can provide information on where to obtain and how to complete necessary forms pertaining to academics.

Advisors must sign all academic paperwork including course registration, drop/add forms, withdrawal from course forms, off-campus permission forms, etc. Advisors meet with students individually for pre-registration consultation each semester.

Faculty members post their office hours to assist students in making appointments. Academic advisement is coordinated through the office of the Assistant Academic Dean.

Academic Grievance Procedure

The College provides a uniform method by which students can pursue grievable issues. Grievable issues are complaints about the institution's academic policies or lack of them, its prescribed procedures for carrying out its policies, its administration of matters related to instructional practices, or any combination of the above.

NOTE: Formal grievances must be filed while the student is matriculating, or within one year following the student's date of graduation.

A student who has a grievance should attempt to resolve it on an informal basis by using the following procedures:

1. The student should first speak to the person with whom the complaint rests.

2. If the matter is not satisfactorily resolved at that level, the student should proceed to the chair of the division to discuss the issue.

3. If the matter is not resolved at that level, the student should proceed to the office of the Academic Dean where a formal grievance may be filed.

Formal Grievance Procedure

The student shall inform the Academic Dean in writing of his or her intent to seek formal redress through the grievance procedure, indicating the nature of the complaint.

Within fourteen (14) calendar days of receipt of the written complaint, the Academic Dean will convene the Academic Grievance Committee and provide the chair of the committee with the student's statement of the complaint.

The Academic Grievance Committee is composed of one administrator and one faculty member appointed by the Academic Dean, and the academic affairs coordinator of Student Government.

College Regulations

At least two (2) days in advance of the hearing, the chair of the committee will notify the student and the individual charged with the complaint of:

1. The time and place of the hearing.
2. Specification and nature of the complaint.
3. The composition of the committee.
4. The right of the individual charged to be present when charges and evidence are presented to the committee, to question and to give evidence on his or her behalf.

At any hearing, committee members may question witnesses to evaluate all the relevant facts of a given case. All committee meetings shall be private; witnesses shall be excluded except for the period of their questioning.

The report and recommendation of the committee shall be in writing, including the committee's rationale for the decision and including any dissenting opinion. Only those committee members who have heard all testimony and evidence in a given case may vote on the committee's recommendation.

The committee's report and recommendations shall be forwarded to the Academic Dean within ten (10) calendar days of the hearing.

The Academic Dean will make the final determination and formally advise the parties involved.

Academic Honors

The Dean's List is issued at the close of each semester in recognition of students who have completed a minimum of 12 graded credit hours and have earned a grade point average of 3.55 (on a 4.0 system) for the semester.

Degrees with Distinction

Students are awarded degrees with distinction for exceptional academic achievement. Honors are awarded as follows:

Distinction	Grade Point Average at Graduation
Summa Cum Laude	3.80 and above
Magna Cum Laude	3.60 - 3.79
Cum Laude	3.40 - 3.59

A student must have completed at least 60 credits at College Misericordia to qualify for these honors. Commencement honors for the highest scholastic average can be earned only by a student who has matriculated at the college for four full years.

Honors Degrees

Students who complete the College Honors curriculum and the Honors Research Project, while achieving a Grade Point Average of 3.4 or better, will be awarded an Honors Degree.

College Regulations

College Honors

Students who complete the Honors curriculum with both an Honors and overall Grade Point Average of at least 3.0 will graduate with College Honors.

Academic Integrity

Any form of cheating, plagiarism or dishonesty is a fundamental violation of the nature and purposes of College Misericordia. Thus, students should be aware of their responsibilities in upholding the spirit of honesty.

Plagiarism and other forms of cheating will not be tolerated and will result in a loss of academic credit.

The following are among the forms of dishonesty for which sanctions may be given:

1. Using books, notes, or other materials during an examination, unless expressly permitted.
2. Using purchased essays, term papers, or prepatory research for such papers.
3. Copying others' work or unauthorized cooperation during an assignment or examination.
4. Allowing another student to copy from an examination or other assignment intended to be performed independently.
5. Borrowing from published works, whether material is taken verbatim or with minor alterations, without proper and/or sufficient acknowledgment.
6. Submitting work originally done by someone else.
7. Submitting the same written work in more than one course without prior written approval from the instructor(s) involved.
8. Stealing examinations or assignments.
9. Supplying or selling examinations or assignments.
10. Misrepresenting statements concerning work submitted.
11. Falsifying or fabricating experimental data or results.
12. Falsifying or fabricating the need for extensions on papers or make-up examinations.

The maximum penalties which faculty may assign in a course are:

1. an "F" (a "0", unless course syllabus states otherwise) on the paper, test, project, or report at the first violation;
2. an "F" for the course at the second violation; and
3. a recommendation to the Academic Dean that the student be dismissed from the College.

Faculty have the right to assign penalties less than the maximums stated.

The primary responsibility for maintaining standards of personal integrity and honor in academic activities rests with the individual student.

College Regulations

Academic Standing

All students must maintain an acceptable cumulative grade point average to remain in good academic standing. Failure to do so will result in either academic probation or academic dismissal. In addition, students are advised to confer with their divisional advisors, for some divisions require specific averages in certain majors.

All transfer students are expected to have a 2.0 grade point average to be admitted to the College.

Probation

Academic probation is the automatic and minimum penalty for failing to maintain an acceptable cumulative grade point average. Students failing to maintain an acceptable grade point average are also liable to suspension or dismissal from the college. Students who have attempted less than 23 credits will be placed on probation if their cumulative grade point average is below 1.75. Those who have attempted between 24 and 37 credits will be placed on probation if their cumulative grade point average is below 1.90; and students who have attempted 38 or more credits will be placed on probation if their cumulative grade point average is below 2.0.

Transfer students whose cumulative grade point average at College Misericordia falls below 2.0 after attempting 15 credits will be placed on probation. If a transfer students grade point average at College Misericordia falls below 2.0 after attempting 30 credits the student will be dismissed.

Students will also be placed on academic probation for failure to maintain an acceptable cumulative grade point average in courses taken to fulfill the core curriculum requirements. Students who have attempted 30 credits or above will be placed on academic probation if their cumulative grade point average for core requirements is below 1.75. Students must have a cumulative grade point average of 2.0 for the 54 credit college core in order to graduate.

N.B. Receipt of one or more grades of "U" or "WU" in any Developmental courses will result in the student being placed on academic probation, regardless of the overall and core GPA requirement.

A student on academic probation is prohibited from representing the College in any official capacity. This prohibition includes, but is not limited to, holding any elected or appointed office or seat in Student Government or on the Executive Board of Student Government, serving as a Resident Advisor, or participating in inter-collegiate athletics.

Students on academic probation are under the immediate supervision of the Academic Dean and may be required to carry a restricted load of work. Furthermore, they may have their participation in non-prohibited extra-curricular activities curtailed if in the judgement of the Academic Dean such activities could interfere with their academic performance.

Academic Probation will begin with the first class meeting of the Semester (Fall, Spring or Summer) following the announcement of probation.

A student on Academic Probation for two semesters is subject to suspension or dismissal from the College.

College Regulations

Dismissal

A student whose work or conduct is deemed unsatisfactory is subject to dismissal from the college. Failure to make satisfactory academic progress (as outlined under probation), failure to fulfill the terms of academic probation, remaining on academic probation for two consecutive semesters, or a serious breach of academic ethics will result in academic dismissal.

A cumulative index of lower than 1.0 at the end of the freshman year will bring academic dismissal.

Once academically dismissed, a student may not matriculate at the College for one full year. Then, a student will be re-admitted only if his or her grade point average has risen to 2.0. A student's grade point average may be improved by attending classes on a non-matriculating (part-time) basis.

To do this a student must file a contract with the Assistant Academic Dean outlining the strategies to be used to return to good academic status. Students who were enrolled full-time when they were dismissed will be given one calendar year to gain the required 2.0 cumulative grade point average. Part-time students who were dismissed will be given two calendar years.

The Academic Status Committee will monitor the student's progress and fulfillment of the terms of the contract each semester. If sufficient progress is not being made, or the terms of the contract are not being observed, the privilege of attending classes on a part-time, non-matriculating basis will be withdrawn.

Re-admitted students enter under the academic program requirements and regulations in force at the time of their readmission.

Re-admission to the College does not necessarily imply re-admission to a major program. After being re-admitted, the student must maintain a cumulative grade point average of 2.0 or he/she will be permanently dismissed and will not be permitted to attend classes on a non-matriculating basis.

Cancellation of Classes

The following information concerns *cancellation* of classes. For *delayed start* of the school day refer to *Compressed Schedule*.

Day Classes

If classes are to be cancelled, or the College is to be closed because of weather or other special conditions, the decision will be made by 6:00 a.m. and relayed promptly to local radio stations.

Evening Classes

Announcement regarding the cancellation of evening classes will be made by 4:00 p.m. and will be reported to local radio stations.

Weekend Classes

The cancellation of Weekend College classes will be made on a day-to-day basis, and will be reported to local radio stations after 4:00 p.m. for Friday evening classes, and after 6:00 a.m. for Saturday and Sunday classes.

Individual Cancellations

Individual class cancellations are posted by the Academic Dean as they are reported; however, if a professor must cancel a class on her/his own volition due to an emergency situation, it is that instructor's responsibility to see that the students in that class are properly notified. Instructors will make provisions for this eventuality with their classes at the beginning of each semester.

Validation Examinations

The RN student is eligible to take Validation Examinations by appointment. Interested students should contact the Director of the RN program for details.

College Regulations

Change of Academic Major

Students who wish to change from one academic discipline to another will consult with their assigned academic advisor. Division approval must be secured by appropriate Division Chairs.

Change of major forms may be obtained in the office of the Assistant Academic Dean. The change of major does not take place until the appropriate form is properly executed and filed with the Registrar.

Change of Name/Address

Notice of a change of name or address must be given in writing to the office of the Registrar. It will then be appropriately processed throughout the College.

Change of Status

Students who wish to change from full-time to part-time status are requested to inform the Academic Dean. Students are then referred to the Continuing Education Office for registration information.

Students who want to change from part-time to full-time status must address a letter to the Dean of Admissions, stating their intentions. The Dean will notify them in writing concerning their status.

Class Attendance Policy

College Misericordia affirms the importance of classroom attendance, and recognizes the value of faculty/student and student/student interaction. Students are expected to attend all classes.

The College recognizes that there are circumstances when a student must miss class without academic penalty. Such instances include: direct participation in College-sponsored events, illness, death in the family, and other emergencies. It is the responsibility of the student to consult with the faculty member, event sponsor, the Division Chair, and/or the Academic Dean (as is appropriate) to secure an excused absence and to arrange for any makeup work.

(Excused absences for participation in College-sponsored events do not apply to attendance in developmental education classes, which is required.)

Students are allowed the following unexcused absences from class: 3 for a 50-minute class; 2 for a 75-minute class; 1 for a 140-minute class; 1 for a 150-minute class; 1 for a 240-minute class.

No unexcused absences are allowed for fieldwork, clinical placements, seminar courses, student teaching, cooperative education classes, and other specialized classes where student/faculty or student/student interaction is, in effect, the substance of the class. (Seminar courses are identified as such in the course title. Specialized classes are published annually by the Office of the Academic Dean.)

College Regulations

Classification of Students

Students are classified as follows:

Freshmen – those who have earned between 0-29 credits.

Sophomores – those who have earned between 30-59 credits.

Juniors – those who have earned between 60-89 credits.

Seniors– those who have earned 90 credits or above.

Special Students – those who have earned a baccalaureate degree and are pursuing a second degree.

Full-Time Students – students carrying a minimum of twelve credits.

Part-Time Students – students carrying fewer than twelve credits.

Matriculating Students – students seeking a degree who have been formally accepted into the College.

Non-Matriculating Students – students who are not following a sequence of courses leading to a degree or students who have not been formally accepted.

Certificate Students – students following a sequence of courses leading to an educational certificate.

Compressed Schedule

When it is necessary to delay the start of the school day (due to snow, heating problems, etc.) but not necessary to cancel the full day of classes, a "Compressed Class Schedule" will be put into effect. The schedule is as follows:

Monday/Wednesday/Friday Classes

Regular Time (50 Min.)	**Compressed Time** (40 Min.)
8:00 – 8:50	10:00 – 10:40
9:00 – 9:50	10:50 – 11:30
10:00 – 10:50	11:40 – 12:20
11:00 – 11:50	12:30 – 1:10
12:00 – 12:50	1:20 – 2:00
1:00 – 1:50	2:10 – 2:50
2:00 – 2:50	3:00 – 3:40
3:00 – 3:50	3:50 – 4:30
4:00 – 4:50	4:40 – 5:20

Tuesday/Thursday Classes

Regular Classes (75 Min.)	**Compressed Time** (60 Min.)
8:00 – 9:15	10:00 – 11:00
9:30 – 10:45	11:10 – 12:10
11:00 – 12:15	12:20 – 1:20
12:30 – 1:45	1:30 – 2:30
2:00 – 3:15	2:40 – 3:40
3:30 – 4:45	3:50 – 4:50

College Regulations

Credit

Each curriculum which leads to a baccalaureate degree requires the successful completion of a minimum of 120 semester hours of credit. Students should consult individual program descriptions for the exact number of credits reguired for graduation from specific programs. A semester hour is the unit of credit. This semester hour is defined as the credit for one 50 minute lecture, discussion or recitation class for one semester. When a course requires laboratory or clinical experiences, two or in some cases, three periods are considered as equivalent to one period of lecture, discussion or recitation.

Credit Load

College Misericordia degrees require an average of 126 credits and are designed to be completed in eight semesters. Students enrolled in Developmental Education courses or enrolled in programs with degree requirements in excess of 126 credits should expect to spend longer than eight semesters to earn their degree.

18 credits constitute a maximum semester load. Students who wish to take more than 18 credits in one semester must have a minimum GPA of 2.75 and receive written permission from the Academic Dean prior to pre-registration. Students must also pay an additional per credit charge for every credit taken over 18. (See tuition and fees). **No student may take more than 21 credits a semester.**

Students enrolled in Developmental Education courses may have their course loads restricted.

Students on academic probation may also have their course loads restricted.

Contract Learning

Contract Learning is the term used to define any college-sponsored accredited course that is conducted outside a traditional classroom setting (other than a cooperative education arrangement). Two types of contract learning are available at College Misericordia: (1) directed study; (2) independent study.

Directed Study

When a **full time student** must take a specific college course in a given semester but it is **not part of the offerings in that semester,** the student may petition for a directed study.

Continuing Education students who encounter serious personal complications that preclude attendance at a regularly scheduled class may explore the option of taking a directed study by first discussing their situation with Continuing Education administrators. Courses that are offered in the current semester's roster, as well as those that are not available that particular semester, are eligible under this policy.

STUDENTS MAY APPLY FOR DIRECTED STUDY ONLY IN EXCEPTIONAL SITUATIONS. STUDENTS MUST HAVE A MINIMUM GPA OF 2.5 TO REQUEST DIRECTED STUDY.

Full time students interested in this option should: first discuss this possibility with their advisor; next talk with the appropriate chairperson of the division for the course under consideration. If the contract is approved by the division chairperson, the chair will approach the appropriate faculty member to determine his/her availability. (Faculty members retain the right to decline a requested directed study). Final approval of this arrangement is made by the Academic Dean.

College Regulations

Directed Study

Part-time students must contact either the Director of Continuing Education or Director of Experential Learning if they wish to pursue a directed study. They are to follow the same procedures for arranging a directed study as outlined for full time students — i.e., first, discuss their request with their advisor; second, contact the chairperson of the division which sponsors the desired course. If the contract is approved by that chair, the chair will then approach the appropriate faculty member to determine his/her availability. (Again, the faculty member may choose **not** to teach a directed study; it is completely at his/her discretion/convenience). Final approval of this contract learning arrangement rests with the Academic Dean.

Recognizing that many non-traditional part-time students may have difficulty contacting the designated individuals, Continuing Education will assist, if necessary, in coordination of relevant details on behalf of the student.

A **written contract** will be drafted between the instructor and the student which will clarify course objectives, methodology, and means of evaluation. The minimum number of times that a student and instructor are to meet will be included in this document. Copies of the contract are to be forwarded to the Academic Dean, the student's advisor, the instructor, the registrar, and if the student is part-time, to the Continuing Education Department.

The student must register prior to the beginning of a semester for a contract learning directed study. Ideally the contract should be drafted during the previous semester. Students will be expected to assume much of the responsibility for actually writing the contract.

Forms are available in the Registrar's Office.

Independent Study

Independent study is the special investigation of a selected topic. It may be undertaken by an advanced student whose academic requirements cannot be met by regular catalogue offerings. Independent study may not be taken simply to accrue existing course credits. Only **free elective** credits may be used for independent study. Depending on the depth and scope of an independent study, from one (1) to six (6) credits may be earned. (Determination of assigned credits is made by the appropriate division chairperson and faculty member).

Students who wish to apply for an independent study must have a least a 3.0 GPA. The student must have demonstrated the ability to pursue independent work. To apply for independent study students must (a) define the topic or issue to be pursued; (b) discuss their plan with their advisor; (c) contact the chairperson of the appropriate division to request approval of their proposal; (d) if the independent study is approved, the chair will approach a faculty member in his/her division to serve as a mentor. (Faculty are free to choose whether or not to mentor a student for independent study).

College Regulations

Part of the intent of an independent study is to foster self-directed learning. Therefore, after a student has specified the content area to be studied and has diagnosed his/her learning needs, the faculty-mentor and student will **jointly** negotiate course objectives; learning resources and methodology; and procedures for evaluation. The minimum number of meeting times will also be specified. A **written contract** is to be drafted and signed by both parties which includes these areas. Copies are to be forwarded to the Academic Dean, the student's advisor, the mentor, the registrar, and if a student is part-time, to the Continuing Education Department.

Independent work is not governed by the academic calendar. A project may be started and ended at any point during the semester. Students should register for an independent study when their work is initiated; if the project/research extends beyond the end of a given semester, an "In Progress" (IP) can be issued.

Independent study application forms may be obtained from the Registrar.

General Guidelines

Students must be **MATRICULATED** students at the College in order to register for Contract Learning. A student can earn **no more than 15 credits** via the Contract Learning Option. A **maximum** of **six (6) credits per semester** can be carried.

Contract Learning (i.e., either Indendent Study or Directed Study) will be delivered to the student at no additional cost above the regular tuition fees.

Drop/Add Policy

Students should consult the academic calendar for the dates of the drop/add period, during which time schedule changes may be made with the Registrar. Drop/add forms are available in the Registrar's Office. The drop/add form must be approved and signed by the student's advisor before it may be processed. A $5.00 fee is charged for each drop/add form processed. Drop/add is **not** official unless the form is received and processed by the registrar during the drop/add period.

Foreign Students

College Misericordia welcomes students from all nations, but students for whom English is not their first language must demonstrate proficiency. College Misericordia's Admissions Office can help students register for the Test of English as a Foreign Language (TOEFL) which measures listening and reading comprehension as well as written expression.

Because College Misericordia does not offer English as a Second Language (ESL) programs, it is essential that the student demonstrate a mastery of the language sufficient to perform college-level work.

College Regulations

Grading System

The grade point average is computed by dividing honor points earned by credits attempted. Any courses failed will be charged as credits attempted through to the final calculation of a student's grade point average. A minimum of a (2.0) cumulative grade point average is required to graduate both overall and in the 54 credit core curriculum.

Some majors require a higher cumulative grade point average for graduation and program retention. Students should consult individual academic program descriptions for major requirements.

Grades	Numerical Values	Honor Points Per Credit Hour
A	94-100	4
B+	89-93	3.5
B	84-88	3
C+	79-83	2.5
C	74-78	2
D	70-73	1
F	below 70	0
WP	withdraw passing	Not Calculated
*WF	withdraw failing	0
NG	no grade	Not Calculated
AU	audit	Not Calculated
W	withdrawn	Not Calculated
IP	in progress	Not Calculated
S	satisfactory (pass)	Not Calculated
†U	unsatisfactory (fail)	Not Calculated
WS	withdraw satisfactory	Not Calculated
†WU	withdraw unsatisfactory	Not Calculated
**I	incomplete	0

*Equivalent to a failure; computed as an F.

**It is the responsibility of the student to contract in writing with the instructor for a grade of "Incomplete." The incomplete must be removed within six weeks after the end of the semester or it becomes an F. There is a $5.00 fee charge for each incomplete grade requested.

†Unsatisfactory grades received in any Developmental Course will result in Academic Probation.

Graduation Requirements

To obtain a Baccalaureate Degree a student must complete a minimum of one hundred and twenty (120) hours of credit which must include all specific program requirements. Students should consult individual program descriptions for the credit requirements of specific majors.

A student must have a minimum cumulative grade point average of 2.0 (C) or better in all major and core course requirements to graduate. Some majors require a higher cumulative grade point average for graduation. Students should consult specific program descriptions.

College Regulations

Handicapped Students

Handicapped students (learning disabled, physically impaired, or sensory impaired) may receive special support services. Information about the Alternative Learners Project is available upon request. All students enrolled in the Alternative Learners Project attend regular classes but they are supported by an assortment of services delivered by specially trained full-time staff. The services include the use of accommodation strategies whenever possible. Participation in this program may require an additional annual fee. Handicapped students should refer to the Institutional Testing Requirements in the Admission Section and to the Alternative Learners Project in the Special Programs Section. Handicapped students may require extra time to complete their degrees.

Leave of Absence

Students in good standing may request a leave of absence from the College for up to one semester by filing a letter with the Assistant Academic Dean stating their reason for requesting the leave and their anticipated date of return. In extraordinary circumstances the Academic Dean may grant a one semester extension to a leave upon written request from the student.

Students on leave may pre-register for courses for the semester in which they are to return and may resume their studies on schedule without reapplying for admission or formally notifying the College.

Students on leave who do not return on schedule are automatically withdrawn from the College and must notify the Dean of Admissions in the event they wish to return at a later date. (See Re-Admission).

College Regulations

Off-Campus Course Approvals

First time College Enrollees

Students may complete a maximum of 12 credits in approved off-campus courses, of which no more than 6 credits may be in college core courses.

Transfer Students

Students with a two year AA/AS degree may complete a maximum of 6 credits in approved off-campus courses.

Students without an AA/AS degree may complete a maximum of 6 credits in approved off-campus courses, of which no more than 3 credits may be in college core courses.

General Policy

A. Junior and senior status students must complete all off-campus course work at accredited four year institutions.

B. All off-campus course work for courses above the 200 level at College Misericordia must be completed at accredited four year institutions.

C. All off-campus courses must be evaluated and approved as to their equivalency to College Misericordia courses. This determination will be made by the College Misericordia Registrar, in consultation with appropriate Division Chairs.

Off campus course approval forms are available in the office of the Registrar.

Pass/Fail Courses

Pass/Fail grading is limited to those courses designated in the college catalog to be on a pass/fail basis. The letter grade of S (satisfactory) or U (unsatisfactory) will be assigned to these courses. S and U grades are listed on the transcript but are not calculated in the grade point average. Credits for these courses are not included in the 12 graded credit hours required for the Dean's List.

A student must maintain at least a 70% level of performance to receive an "S" (passing) grade.

Pre-Registration

Full-Time and Matriculating Part-Time Students

At the time of pre-registration, class registration forms must be completed by the students and signed by their advisors prior to their scheduled time to pre-register. The pre-registration process is handled by the Registrar's Office.

A deposit of $75.00 is required when a student pre-registers. This deposit is non-refundable and will be credited to the tuition bill.

Registration takes place when students submit payment for tuition and fees to the comptroller.

Students who wish to take more than 18 credits in one semester must seek permission from the Academic Dean prior to pre-registration. This privilege is limited to students who have a GPA of 2.75 or better. Students must pay an additional per credit charge for every credit taken over 18. (see Tuition and Fees). No student may take over 21 credits a semester.

College Regulations

Repeating Courses

Mandatory

A currently enrolled and matriculated student who receives a grade of "F" in a required course **must** repeat that course and earn a passing grade.

Optional

If a grade of "F" is received in a free elective, that course does not have to be repeated, but a student **may** elect to repeat any course in which he/she has received a grade of "D" or "F". All repeated courses must be taken at College Misericordia.

GPA Calculation of Repeated Courses

The repeated course will appear on the transcript twice. The original grade will be replaced with an "R", and only the new grade will be used in calculating the student's GPA, subject to the following conditions.

1. The student must indicate his/her intention of replacing the old grade with the new one by filing the appropriate form with the Registrar at registration or pre-registration.
2. This grade calculation replacement privilege is limited to a maximum of the first five repeated courses for which the proper forms have been filed with the Registrar.
3. Only the new grade, even if it is lower than the original, will be used in calculating the GPA.
4. For any course repeated beyond the maximum of five, or any repeated courses for which the proper forms have not been filed with the Registrar, both the original and repeated grades will be used in GPA calculations.

   Once a student has graduated, that student's record prior to graduation is not subject to change through this policy.

Second Degree

Students who wish to obtain a second baccalaureate degree may do so if they fulfill the following conditions:

1. The student must be officially admitted into the major program in which the second degree is desired by the Division offering that major.

2. The student must meet all of the curriculum requirements of the second degree for both major and required courses, successfully completing those required courses which cannot be equated with courses taken in the first degree program.

3. The student must complete a minimum of thirty credit hours in addition to the credits taken in the first degree program.

4. For purposes of a second degree, the liberal arts core is waived with the exception of those courses required for the major.

Withdrawal From the College

A student who wishes to withdraw from the College must inform the Office of the Academic Dean in writing. The date the office receives written notification will determine final grades for courses and if any refund of tuition is warranted (see Refund Policy).

Withdrawal From a Course

A student may withdraw from a course without academic penalty within the period stated in the college calendar. Withdrawal forms may be obtained from the Registrar's Office. A grade of W is given for an approved withdrawal. The date on which the form is received by the Registrar's Office is considered as the date of withdrawal and the refund of the tuition and grade assigned are based on this date (see Refund Policy). If a student does not officially withdraw from a course and ceases to attend it, a grade of "F" is incurred. If a student withdraws while failing, after the date for withdrawal without academic penalty, a grade of WF is incurred.

College Regulations

Special Programs

Accelerated Degree Program

The accelerated degree program is a special model for the part-time adult learner who must balance family and career responsibilities while pursuing their education.

Classes meet in "Terms" which consist of 15 Monday and Thursday evenings (5:40 p.m.-8:00 p.m. and/or 8:10 p.m.-10:30 p.m.). Six terms per year are offered. Students may take up to two classes per term which allows them to obtain a bachelor's degree in just under four years.

For further information on the program and the degrees offered contact the Continuing Education Office at (717) 675-2181, ext. 289.

Act 101 Program

Funded by the Commonwealth of Pennsylvania, the Act 101 program helps qualified Pennsylvania resident students overcome financial problems, educational difficulties, or both.

Services by the Act 101 program address academic, social and emotional needs of participating students. The program provides direction in interpersonal communication, personal growth, creative problem solving, test taking, reading and study skills.

A pre-college summer program teaches incoming students the skills they need for academic success. During the school year, counseling and tutorial services are ongoing.

Alternative Learners Project

Full time students who are learning disabled, sensorily impaired, or physically handicapped may receive support services from the staff of College Misericordia's Alternative Learners Project (ALP). These services include a variety of accommodative strategies which are designed to work around students' disabilities whenever possible. Participation in the program may require an additional fee. Information on the Alternative Learners Project is available.

Air Force and Army ROTC

Through cooperative programs with Wilkes College and the University of Scranton, College Misericordia students can take part in Air Force and Army Reserve Officers' Training Corps.

The Air Force ROTC program is based at Wilkes; the University of Scranton administers the Army ROTC program. Students who participate in ROTC at these institutions do so without penalty to their full-time academic status at College Misericordia. Free elective courses are awarded by the College for ROTC participation.

Tuition for ROTC courses is paid directly to the institutions offering the programs. More information about ROTC may be obtained from the Registrar.

Center for Professional Development

College Misericordia's Center for Professional Development provides a broad array of consultation, evaluation, and training to business and community organizations. Programs are conducted on campus or they can be delivered on site for special groups.

For further information contact the Center for Professional Development at (717) 675-3862.

College Regulations

Special Programs

Continuing Education

College Misericordia offers a variety of educational options for part-time students and for those who do not go to college right after high school.

The Continuing Education office is sensitive to the special needs of students with families, full-time jobs, or both. Evening classes are held every semester and during the summer. Many students find weekend classes (see Weekend College) and the accelerated degree program (see Accelerated Degree Program) convenient.

All of the College's academic and student services facilities are open to Continuing Education students. Similarly, such students must comply with the College regulations which pertain to all students, with one exception: incoming part-time students do not have to pay a reservation deposit.

The Continuing Education Office serves the adult learner in a variety of ways including individualized academic counseling; SIGI PLUS, a computerized career guidance system to help students determine which vocational paths best suit their work values, interests and abilities; periodic workshops in topics such as study skills, job search and interview techniques; simplified registration — Continuing Education will route the necessary forms through the system; free tutoring and a variety of credit options outside of the classroom.

Credit Options Outside the Classroom

Misericordia recognizes that significant, meaningful learning often occurs in settings other than structured, college-sponsored courses. For adult students who would like to receive credit for knowledge they have already acquired, CLEP permits them to translate their learning into college credit.

CLEP (College Level Exam Program) allows adult students to demonstrate their knowledge in a wide range of subject areas. The tests reward them for what they know, no matter where or how they learned it — on-the-job, through reading, etc. Matriculating students may earn up to 30 credits through CLEP.

Other options exist for students to earn college credits besides attending scheduled classes.

Cooperative Education integrates academic study with work experiences in the community. Cooperative Education offers students the opportunity to gain real life exposure to a career field.

Contract Learning provides students the convenience of continuing their college studies despite temporary work or family demands that prevent them from attending regularly scheduled classes. An independent study arrangement, contract learning can be set up for either course offerings from our catalogue or for topics that students would like to study in more depth.

College Regulations

Special Programs

Prior Learning Assessment (PLA) Credits

Students who wish to attempt Prior Learning Assessment (PLA) validation will detail their relevant learning in a written document called a portfolio. The portfolio information is to be organized so as to correspond as closely as possible to comparable courses from Misericordia's inventory of undergraduate offerings. Emphasis will be placed on the satisfactory presentation of the student's knowledge relative to each course's learning objectives.

For each challenged course, a faculty assessor from each of the involved Divisions will be selected by that Division's Chair. The assessors will review the portfolio according to the following criteria: the learning will be demonstrated to be **college level**, as defined by faculty assessors; the learning is **current**, particularly in quickly changing fields such as computer science and business; the learning must be able to be **generalized** and **transferred**, i.e., it can be applied outside of the specific context or situation in which it was acquired; the learning must be somehow **measurable**; the learning must have a **theoretical** as well as a practical component; credits will be awarded for **competence** and actual learning **outcomes** not merely the experience; the credits awarded will **not duplicate** other earned college credits. This includes transferred credits, CLEP credits, Misericordia-awarded credits, validation exams for R.N.'s in Nursing, etc.

The Maximum Number of Credits That Can Be Awarded To A Student Will BE Thirty (30).

Student Requirements

Students who request assessment of their prior learning must:

1. be *matriculated* at the college with a declared major;
2. attend at least the initial session of a credit-free orientation for portfolio development;
3. limit requests for assessment to those course areas that will fulfill degree requirements in their declared major;
4. have had all transfer credits officially evaluated prior to attempting this credit option.

Students will not be required to have any previously earned Misericordia credits; thus there will be no minimum GPA requirements.

Students who have been awarded Prior Learning Assessment Credits at another institution will not automatically be awarded such credit in transfer. They will, however, have the opportunity to present their portfolios, with updated information, to our PLA committee.

Administrative Process

The option for Prior Learning Assessment will be available only during Fall and Spring semesters. Students will attend an initial orientation session (free of charge) to familiarize them with the college policy and process of PLA. The credit free workshop, portfolio requirements, and fee structures will be explained.

Fee structures $50 Workshop fee* $50 Paid to *each* Faculty Assessor per course. The Student pays these fees regardless of whether or not credit is awarded.
$75 Posting fee for each 3 credit course awarded. (Per credit posting fee: $25.)

College Regulations

Special Programs

The orientation session and workshop will be offered early in the fall and spring semesters. Students are encouraged to complete their portfolios within a given semester. If they require a second semester to finalize a portfolio, they will be charged another $50 workshop fee. (Since there are two terms per semester in the Accelerated Program, students in that program will meet semester, not term, ending dates for portfolios).

Students must complete the portfolio within one *calendar* year. Once this time limit has expired, the student cannot pursue this option again, unless the student should interrupt his/her education and would have had significant learning experiences in the interim that qualify for PLA.

Students must take a minimum of *thirty (30) credits* in pursuit of their degrees at Misericordia in *traditional formats* — i.e., structured classroom settings. The balance of credit requirements must meet existing policies on transfer credits, CLEP credits, contract learning credits, RN validation exams, and other relevant policies.

Students should refer to the relevant sections of the catalog for more comprehensive descriptions of these programs. Adult learners should also refer to the catalog sections on the Accelerated Degree Program, Weekend College, Deferred Payment, Financial Aid, Refund Policies, Admission of Transfer Students, and Tutorial Assistance.
For further information contact the office of the Director of Continuing Education at (717) 675-2181 ext. 289.

Credit-Free Programs

For individuals interested in professional and personal development, the Office of Special Programs offers a variety of credit-free programs, classes and workshops (see Center for Professional Development).

In addition, the College offers special programs, camps, non-credit courses and workshops for children.

For further information contact the Office of Continuing Education at (717) 675-2181, ext. 331.

Cooperative Education

The Cooperative Education program integrates academic study with work experience in the community. Students may earn academic credit for full or part-time work assignments related to their educational interests. The job assignments are supervised by College faculty. Students pay tuition for the credits they earn in field experiences and earn salaries which vary with each work assignment.

Cooperative Education enables students to explore career opportunities and prepares them for entry into the job market. By means of Cooperative Education, students experience personal growth, develop independent learning skills, and enjoy broad based education.

Cooperative Program with King's College

Students at College Misericordia may register for courses at King's College in Wilkes-Barre, if those courses are not part of Misericordia's curricula. The program is reciprocal.

Full-time students in good academic standing who meet specific course prerequisites are eligible. Ordinarily, cross registration is available only to juniors and seniors who have received permission from their major department to participate in the program. Cross registered courses are considered part of a student's regular course load; no additional tuition fees are charged and courses carry full academic credit and grade value.

College Regulations

Special Programs

Developmental Education

College Misericordia's academic support system includes a Developmental Education Program. This program provides remediation in basic skills deficiences for students who demonstrate the need for such work. It also offers free tutorial assistance and academic skills workshops for all interested students.

Tutorial Assistance Project

College Misericordia offers two types of free peer tutoring to help students succeed: tutoring to build and improve basic skills, and tutoring to improve students' performance in specific classes. Both kinds of tutoring are available to all students. Interested students should contact the Tutorial Assistance Coordinator in the Developmental Education Program, third floor, Administration Building.

Student Assistance Center

The Student Assistance Center is a comprehensive support environment for students. Services include counseling, career exploration, career selection, workshops, and total fitness planning. The staff of the center includes professional counselors, career specialists, peer counselors, and fitness and nutrition specialists. The primary goal of the center is to assist students in achieving their personal and career goals.

Foreign Study

Students may earn credit toward a College Misericordia degree through study at recognized educational institutions abroad. Students should consult with their advisors and program directors about foreign study, and must obtain permission from the Academic Dean.

College Regulations

Special Programs

Veterans

College Misericordia welcomes the opportunity to provide education to veterans of the armed services. College Misericordia is approved by the Veterans Administration for the education and training of veterans.

Veterans enrolling at the institution for the first time should notify their local Veterans Administration Office in order to apply for educational benefits. This application should be filed six weeks prior to the beginning of the semester. Students must contact the Registrar's Office to initiate the process.

Weekend College

The McAuley Weekend College is a special accelerated educational model for adult learners who must balance family and career responsibilities while pursuing their education. Students may earn credit toward a bachelor's degree by attending classes on weekends. The program emphasizes independent, self-motivated study. Weekend College classes meet seven times a term on Saturdays or Sundays. There are five (5) terms a year: two in the fall, two in the spring, and one in the summer.

For further information contact the Continuing Education Office at (717) 675-3862.

College Regulations

Tuition and Fees

Tuition and Fees

The following charges cover one academic semester. Because of the effects of inflation and resultant increasing costs, fees usually rise annually. It is anticipated that College costs will continue to increase so that the quality of Misericordia's educational programs may be maintained.

All tuition charges, with the exception of financial aid award amounts, are to be paid in full at the beginning of each term unless special arrangements are made with the comptroller. Interest is charged on unpaid balances.

Please note that some academic departments may charge fees or require deposits not specified in this listing.

Expenses per Semester

Tuition *1988-89*

Full-time students

Regular tuition $2,855

Tuition for majors in medical technology, music, nursing, occupational therapy, radiography $3,130

Part-time students

Regular tuition $138/credit

Tuition for majors in medical technology, music, nursing, occupational therapy, radiologic technology $148/credit

Full-time students who wish to take more than 18 credits will be charged for additional credits at $130/credit, (or $145/credit for courses in medical technology, music, nursing, occupational therapy and radiologic technology).

Medical technology majors will be charged $200 per semester in lieu of tuition during the semesters spent in hospital practicum. Those students are also assessed a general fee.

General Fee

Full-time students $70

Part-time students $3/credit

The general fee includes student center fee, class dues, athletic association, student publications, student services and student government.

Room and Board

Regular campus housing and board plan $1,700

Private Room (double room housing one student) ..... $ 150

Single Room (smaller room, designed for one occupant) ... $ 75

College off-campus houses ..... $ 1200

College Regulations

Tuition and Fees

Special Fees, Deposits and Expenses

	1988-89
Validation Examinations	$ 25/each
Fee charged for processing validation examinations which fulfill requirements of the nursing core. This fee will be charged for each course validated. For courses without a clinical practicum this will be the only charge. For introduction to Baccalaureate Nursing, this fee will cover the four credits of clinical validation; students will be charged the regular tuition for the four credit theory component. For ten credit courses with a clinical practicum requirement, students will pay the $25.00 fee and $250.00 upon successful completion of both the written and clinical validation examinations.	
Change of Incomplete Grade Fee	$ 5
Course Fees	Variable
Amounts vary from course to course. Consult comptroller for current fee assessment.	
Freshman Orientation Fee	$ 75
Graduation Fee	$ 100
A one-time charge to first semester seniors and AAS candidates only. Includes cap & gown rental	
Late Registration Fee	$ 25
Liability Insurance	$ 14
For students enrolled in majors which require clinical experience or Field Experiences	
Music Major Fee	$ 150
Includes private music lessons, rental of instruments and practice facilities.	
Nursing Assessment Fee	$ 50
For first semester nursing seniors only.	
Annual Testing Fees: Freshman	$ 15
Sophomore	$ 20
Junior	$ 20
Occupational Therapy Major Fee	$ 50
Parking Fees	$ 5
Parking Permit	$ 5
Private Music Lessons	$ 175
For non-music majors who wish to study music privately.	
Room deposit (upper classmen only — room deposit is payable by April 15 and is applied to room charges)	$ 75
Room damage fee (one time only: refundable)	$ 75
Student I.D.	$ 1.25
Student Insurance Fee	Variable annually
Every student must be covered by an insurance plan. The College participates in the Blue Cross/Blue Shield Plan, Evidence of other plan coverage must be shown.	
Student Teaching Fee	$ 200
For Education major in teaching placements	
Transcript Fee	$ 4

College Regulations

Tuition and Fees

Auditing

Students may audit courses at one-half cost based on full or part-time credit charges. No credit is awarded for audited courses. Auditors are admitted to courses as space is available. Matriculating students who wish to audit a course must seek permission from the Registrar.

Deferred Payment Plan for Part-Time Students

College Misericordia provides an option for students or parents to pay tuition, fees and other charges on a deferred payment plan. The plan permits educational costs to be spread over a period of time. The requirements of the plan are as follows:

Only part-time students are eligible.

A down payment of twenty (20) percent of the total term/semester charges is required.

Deferments are limited to one term/semester; the unpaid balance must be paid before final examinations that term/semester. Failure to pay charges in full before final exams may result in loss of credit for the term/semester.

At the close of each month, the unpaid balance will be charged a one (1) percent finance charge.

Students who fail to meet their deferred payment obligations will be dropped from the plan.

Participants in the plan must sign and receive a copy of the deferred payment plan.

Tuition Payment Plan for Full-Time Students

Full-time students may arrange to pay all or part of their college costs in monthly installments. A $40 annual fee is charged to cover the processing of payments. Students must be enrolled in the installment plan prior to the start of the academic year. The plan is managed by Academic Management Service, Inc., Pawtucket, Rhode Island. Contact the Comptroller's office at (717) 675-2181, Ext. 295.

Interest Waived Policy

It is a College policy that any outstanding balances will be charged a one (1) percent finance charge at the close of the second month into the semester and each month thereafter. This policy is waived for the following students:

Students enrolled in the Academic Management Services program (see Tuition Payment Plan for Full-Time Students).

Students who receive rehabilitation benefits or Veterans' Education benefits.

College Regulations

Financial Assistance

Financial Assistance

It is College Misericordia's philosophy that students of ability should have the opportunity to attend the college of their choice regardless of family income. For sixty years, College Misericordia has helped students and parents afford a superior college education.

The College participates in a number of financial aid programs. These programs generate funds from Federal, State and College resources. Additional financial aid monies are contributed by alumni and friends of the College. The financial aid office packages aid from a combination of sources to meet, as fully as possible, the student's indicated need.

Misericordia is designated as an eligible institution by the Pennsylvania Higher Education Assistance Agency (PHEAA), which allows qualified students to participate in the State Grant Program and the Guaranteed Student Loan Program.

The College is also designated as an eligible institution by the Department of Education, permitting students to take advantage of the Federal Pell Grant Program and the Federal campus-based programs, including Supplemental Educational Opportunity Grants, Perkins Loans and the Federal Work-Study Program.

The College also participates in the Nursing Loan Program under the auspices of the Department of Health and Human Services.

Three types of financial assistance are available:

Scholarships/Grants: Gift aid given directly to the student based on financial need or some area of achievement, such as musical ability, academic record, etc. The student does not repay this type of award.

Loans: Monies given to students to meet educational expenses, but for which students and/or their families assume repayment responsibilities, usually after withdrawal or graduation from school. Interest is charged on loans; interest charges vary with different loan programs.

Work-Study: Employment which allows students to earn a portion of the money needed to meet educational expenses.

Inquiries regarding all financial aid programs should be directed to the financial aid office at 717-675-2181, Ext 313.

Application Procedures

All students who wish to be considered for financial assistance must file a College Misericordia **Application for Financial Assistance.**

College Regulations

Financial Assistance

New students should complete and submit the application for financial assistance which is attached to the admissions application. Before an application may be considered, a student must first be admitted to the College. All aid for which a student wishes to be considered should be indicated on the application. The application is then returned to the admissions office.

Returning students obtain a College Misericordia **Institutional Data Form** from the financial aid office. Before an application may be considered, a student must be pre-registered for classes in the academic year for which the aid is requested, and other necessary financial aid information must be on file in the financial aid office (see Pennsylvania and Out-of-State Residents, below). All aid for which a student wishes to be considered should be indicated on the application. The application is then returned to the financial aid office.

Pennsylvania and Out-of-State Residents

In addition to the College Misericordia Application for Financial Assistance, all students, **regardless of their state of legal residence,** must submit a Pennsylvania State Grant/Federal Student Aid application. Although it is apparent that non-residents of Pennsylvania will not receive a Pennsylvania state grant, the College uses the information collected on this application to determine eligibility for college administered need-based programs, including Perkins Loans, Supplemental Educational Opportunity Grants, Nursing Loans and Work-Study. Out-of-State students should check with their high school or state agency to determine eligibility for a grant from the home state.

Deadlines

Pennsylvania State Grant/Federal Student Aid applications and the College Misericordia application for Financial Assistance must be submitted to the College by:

March 1 for incoming freshmen and transfer students; April 1 for returning students.

Applications and financial aid forms will be accepted later than these dates, but no assurances can be made that funds will be available for late applicants. For Pell Grants and State Grants, students should adhere to the deadlines indicated on the forms from those agencies.

Additional Requirements and Rights

Once all required information is received by the College and the student's enrollment status can be verified according to the application procedures outlined above, the financial aid office will determine the student's financial aid in accordance with school policy. The student will be notified in writing of the results immediately thereafter.

Financial aid is awarded for one academic year at a time. Aid is renewed for subsequent years:

College Regulations

Financial Assistance

If the student annually requests assistance by completing all appropriate forms described above.

If the student's financial need continues. Aid will be adjusted according to need.

If the student exhibits satisfactory academic progress toward a degree as defined in the Financial Aid Handbook, available from the financial aid office.

Aid from outside sources must be reported to the financial aid office. Such outside assistance may alter the amount of aid originally awarded by the College.

Aid will vary according to enrollment status (full or part-time). Students must inform the financial aid office of any status changes once their aid is packaged. Students may request an appointment with the financial aid office to review the information which determines their aid for the year, and the amount of their financial aid package.

Students have the right to request that their aid be re-evaluated if conditions arise which change their ability to meet the expense of their education.

Sources of financial assistance are described below. More information may be obtained from the financial aid office.

Pell Grant

This Federal program provides grants which currently range from $225 to $2,100, depending on financial need and educational costs. Eligible students may receive this grant for the amount of time needed to complete the first undergraduate degree, provided satisfactory academic progress is maintained. Application is made by completing the PHEAA/Federal Student Aid form or CSS Financial Aid Form. All students who seek financial aid from College Misericordia must apply for this grant.

Supplemental Educational Opportunity Grant

This Federal program is available to undergraduate students with demonstrated financial need. Awards range from $200 to $1,000 yearly depending on need, available funds and other aid received by the student. Students may receive Supplemental Grants during the period required to complete the first undergraduate degree, provided satisfactory academic progress is maintained. Students are notified of grant awards by a letter from the College.

College Regulations

Financial Assistance

PHEAA Grant

The PHEAA Grant is a Pennsylvania State scholarship. All Pennsylvania resident, full-time students are expected to apply for the PHEAA Grant. Awards vary from $100 to $1,850 per academic year. Eligibility and grant amount are determined by the Pennsylvania Higher Education Assistance Agency (PHEAA). Students apply directly for this grant by completing a PHEAA/Federal Student Aid form. The deadline for application is usually May 1 prior to the start of the academic year for which the aid is requested.

Other State Scholarships

Many states provide grants to their residents which can be used at colleges in other states. These states are Maryland, Ohio, Rhode Island, Connecticut, Massachusetts and West Virginia. Prospective students should contact their high school guidance office, their state higher education office, or College Misericordia's financial aid office to learn more about their state programs and to obtain applications.

Presidential Scholarships

In recognition of College Misericordia's Sixtieth Anniversary and the Two Hundredth Anniversary of the United States Constitution, the College has established Presidential Scholarships to be awarded to incoming freshmen intending to enroll in pre-law or the humanities. High school senior applicants should rank in the upper 10% of their class and have achieved SAT or ACT scores in the eightieth percentile or better. Full, half and honorary tuition awards are made. Application packets are available from the Admissions Office.

College Grants

Honor Scholarships
To demonstrate its commitment to academic excellence, the College awards financial assistance to incoming freshmen and transfer students who have attained outstanding academic records. The scholarships are renewable until graduation, provided minimum grade point averages are maintained: freshman year — 3.0 cumulative average; sophomore year — 3.2 cumulative average; junior year — 3.4 cumulative average. Students apply directly to the Admissions Office of the College for Honor Scholarships.

College Grants
Through its own fund raising efforts, College Misericordia maintains an extensive college grant program which helps over 50 percent of Misericordia students meet their college costs. Students who receive College Grants must maintain satisfactory academic progress and participate in at least one college approved extracurricular activity. The College Grant program assists students with financial need who also participate in the activities of the College community.

College Regulations

Financial Assistance

Loans

Guaranteed Student Loan
This program enables students to borrow directly from a bank or other participating lender. Currently, if financial need is demonstrated students may borrow up to $2,652 for the first and second years, and up to $4,000 for the third and fourth years. The interest rate is seven, eight or nine percent, depending upon when the student first borrows. Students must maintain satisfactory academic progress for subsequent loans. Repayment begins six months after the student leaves school or changes status to under six credits. The exact amount of loan eligibility is determined by this formula: educational costs minus financial aid, minus expected family contribution. A qualifying factor is full- or part-time status. Loan checks may only be accepted if their term dates are concurrent with the present enrollment period. Applications and other information may be obtained from the applicant's lender.

Perkins Loan (formerly National Direct Student Loan)
This program provides loans at the low interest rate of five percent to students with financial need. Students must be enrolled at least half-time to receive this aid. Federal regulations provide that a student may borrow up to $3,000 for the first two undergraduate years with a $6,000 maximum **if funds are available.** Repayment begins nine months after graduation or withdrawal for new borrowers, and six months after graduation or withdrawal for current loan recipients. Deferments of repayments and cancellation provisions are available for certain types of employment. Students are notified of the award of such loans by a letter from the College.

Nursing Loans
Nursing students who demonstrate financial need may apply for low interest, six percent Nursing Loans through the College's financial aid office. Repayment begins six months after graduation or withdrawal. Provisions for deferment of repayment are available from the financial aid office.

Alternative Loans
This loan program provides up to full college costs to eligible students who make application with some credit-worthy person as a co-signer. The current interest rate on the loan is 9.5% with several options for repayment. Ordinarily, repayment begins 60 days after the loan is disbursed with up to ten years to repay. In cases of financial hardship, the Pennsylvania Higher Education Assistance Agency may permit the student to make interest only payments on a quarterly basis. Additional information and applications are available from the financial aid office.

Supplemental Loans
This loan program is available to independent undergraduate students. The annual borrowing limit is $4,000. The interest rate varies annually but will not exceed 12%. The current interest rate is 10.03%. Although repayment of the principal is deferred until six months after graduation, interest payments must be made sixty days after disbursement of the loan funds. Applications are available from banks, savings and loan associations and credit unions.

College Regulations

Financial Assistance

PLUS Loans
This loan program is available to parents of dependent students. The borrowing limit and interest rate is the same as the Supplemental Loan. Repayment on both principal and interest begins sixty days after disbursement with up to ten years to repay. Applications are available from banks, savings and loan associations and credit unions.

Employment

College Work-Study
Funded by the Federal government and the College, this program provides part-time jobs for students during the academic year and the summer. Jobs are available on campus and in the local community. Students must document financial need to be eligible. Whenever possible, students will be assigned jobs related to their educational interests.

Institutional Work-Study
The College maintains this work-study program entirely through its own funds. It assists students who are not eligible for the Federal program but who need to earn part of their college expenses through employment.

Part-Time Jobs
Some part-time employment is available in the community for students. The College's placement office can provide more information.

Financial Aid for Part-Time Students

Some grants, loans and part-time employment opportunities are available to part-time students who carry at least six (6) credits. Eligibility information and applications are available from the financial aid office.

College Regulations

Endowed Scholarships

Individuals and businesses close to College Misericordia sponsor scholarships which are available to qualified students each year.

Eligibility criteria and award information are available in the financial aid office.

Academic Endowment Scholarship

Alumni Endowment Scholarship

Frances Wilchek Beisel Scholarship

Bishop's Scholarship

Carole Flanagan Zoeller Brown Scholarship

Bridget Carney Scholarship

Class of 1954 Scholarship

Faculty Endowment Scholarship

Fine Arts Scholarship

Jean Chorazy Fink Scholarship

Dallas Junior Women's League Scholarship

Fortinsky Scholarship

Gates/Millnamow Scholarship

General Scholarship

InterMetro Industries Scholarship

Walter A. Janasie Scholarship

Genevieve Mullin Kimbro Scholarship

Helen McCarthy Kirk Scholarship

Rev. William Hill, SJ and Sr. William Joseph Lydon, RSM Scholarship

Sister Celestine McHale, RSM Scholarship

Teresa and Frank Mehm Scholarship

Mehm Books Scholarship

Moylan Scholarship

John Mullany Scholarship

Charlotte W. Newcombe Foundation Scholarship

Helen O'Connor Scholarship

Jeremiah and Ita O'Donnell Scholarship

John Randolph Scholarship

Rosenn Scholarship

Sisters of Mercy Scholarship

Cathy Stefanchik Scholarship

Dr. Joseph S. Tomasovic Scholarship

College Regulations

Refund Policies

Institutional Refund Policies Full-Time Students *Withdrawals*

When a full-time student withdraws from the College, he or she must file an official notice of withdrawal with the Academic Dean. The percentage of the charges refunded is determined by the date the Academic Dean receives official notice.

Tuition and Board refunds are granted as follows:

Time of Withdrawal	Amount
First Week	100 Percent
Second Week	75 percent
Third Week	50 percent
Fourth Week	25 percent

No refunds of charges are allowed after the fourth week.

Course fees are refundable only during the drop/add period (as indicated on the official college academic calendar). No refunds are awarded on course fees after this period.

If the refund procedure results in a credit balance on a student's account and if that student receives financial aid, the financial aid must be proportionately reduced according to Title IV refund procedure stipulated by Federal regulations, and restored to the appropriate financial aid funds. The calculation for Title IV refund procedure is based upon the following formula:

$$\frac{\text{Title IV Aid (less Work-Study)}}{\text{All aid for payment period (less Work-Study)}} \text{ applicable refund} = \text{amount refunded to Title IV funds}$$

There are no refunds to students who are dismissed from the College. There are no refunds on any other fees, including advance registration deposits or room deposits.

When a student withdraws from a residence hall or off-campus housing, he or she must notify the Dean of Students in writing. Room charges are not refundable. Room damage fees are refundable upon written request to the Dean of Students.

Change of Academic Status

If a student drops from full- to part-time status after two weeks of classes no adjustments will be made to the tuition charges originally assessed nor to financial aid.

However, if a student drops from full- to part-time during the first two weeks of classes, adjustments to tuition charges will be made as follows:

1. The full-time tuition charges originally assessed will be reduced according to the official date on the drop/add slip from the Academic Dean's office, and by applying a percentage of adjustment based on the following:

First Week	100% refund of tuition
Second Week	75% refund of tuition

   No adjustment will be made after the second week.

2. Part-time tuition charges will then be computed by multiplying the actual number of credits being taken after the drop, by the appropriate per credit charge.

College Regulations

Refund Policies

Institutional Refund Policies

3. The part-time charge (from step 2) will be added to the amount of full-time tuition charge remaining on account after the adjustment is made to full-time charges in step 1. The result will yield the adjusted tuition charge assessed for the semester.

   Example:
   A full-time business student is originally assessed a $2,575 tuition charge. During the second week of classes (75% refund period) the student drops from full-time to 11 credits. Tuition charges are adjusted as follows:

$2,855.00	Full-time tuition charge
x .75	75% refund policy
$2,141.25	Amount of reduction of full-time tuition charges
$2,855.00	Original full-time tuition charge
—2,141.25	Amount of reduction
$ 713.75	Amount of full-time tuition charge remaining on account (25%).
$ 138.00	Per credit tuition rate for business courses
x 11	Number of credits after drop
$1,518.00	Part-time tuition charges
$1,518.00	Part-time tuition charge
+ 713.75	Amount of full-time tuition remaining on account
$2,231.75	Adjusted tuition charge for semester

If a credit balance is generated to the student's account as a result of the above adjustment, financial aid will be proportionately reduced based on Title IV refund procedures and restored to the appropriate financial aid funds.

Part-Time Students

When a part-time student drops a course or withdraws from a course or the college, official notice must be filed with the Continuing Education Office.

Drops

During the Drop/Add period specified in the official college calendar a part-time student will receive a 100% tuition and course fee refund on all courses dropped.

Withdrawals

Tuition refunds are based on the date the Continuing Education Office receives official notice from a student indicating his/her desire to withdraw from a course.

Day and Once Per Week Evening Classes

The percentage of tuition refund is as follows:

First Week	100 percent
Second Week	75 percent
Third Week	50 percent
Fourth Week	25 percent

No refunds are allowed after the fourth week.

College Regulations

Refund Policies

Weekend College Classes

The percentage of tuition refund is as follows:

100 percent prior to the 2nd class meeting
50 percent prior to the 3rd class meeting
No refund after the 3rd class meeting.

Accelerated Evening Classes

The percentage of tuition refund is as follows:

100 percent prior to the 3rd class meeting
50 percent prior to the 4th class meeting
No refund after the 4th class meeting.

Summer School Classes

The percentage of tuition refund is as follows:

100 percent prior to the 3rd class meeting
75 percent prior to the 4th class meeting
50 percent prior to the 5th class meeting
25 percent prior to the 6th class meeting
No refund after the 6th class meeting.

All refund percentages are computed from charges to the student, not from the amount paid.

Course fees are refundable only during the drop/add period. There are no refunds to students dismissed from the College. Advance registration deposits and any other fees are not refundable.

If the refund procedure results in a credit balance on a student's account and that student receives financial aid, the financial aid must be adjusted proportionately according to Title IV refund procedure. The financial aid director can provide clarification of this procedure.

Guaranteed Student Loans

Refunds of overpayment caused by Guaranteed Student Loans will be made in accordance with regular refund policy.

Refunds will then be processed in the Comptroller's Office within ten working days from the date of receipt of a written request.

Students may request their refunds be credited to their account for the following semester.

Refunds of credit balances on student accounts caused by overpayment (either from financial aid or personal transaction) will not be processed until after the fourth week of classes has been completed each semester.

Checks will be issued ten working days after the fourth week of classes. Refund checks, therefore, will not be issued until the sixth week of classes.

The ten working days give the comptroller time to verify the amount of refund, to check on any other charges, and to confer with the financial aid director.

Student refund requests must be submitted by the student in writing, and must be approved by the comptroller and the financial aid director. Refund application forms are available in the comptroller's office.

Students are advised to begin the academic year with sufficient funds to pay for books and living expenses until refund checks are issued.

College Life

Student Activities

College Misericordia students take their education seriously and recognize that academics are one part of the college experience. Many of the students become involved in extracurricular activities; some offered by the College and others by the students themselves.

An active Student Government association, which is the liaison among students, faculty, and the administration, enables students to become involved in a decision making process which affect their governance. More than thirty chartered student clubs and organizations on campus provide experience in a wide variety of student interests.

It is the goal of the Student Activities office and the Student Government Programming Board to provide a well-rounded activities schedule that promotes intellectual, physical, social, cultural and emotional development.

Publications at Misericordia include: THE MISERICORDIAN, a student news publication; it involves many writers, editors and photographers. Students and faculty annually publish a literary and art magazine, INSTRESS, And the College YEARBOOK. An All-College Activities Calendar is published each semester by the Student Activities Office and distributed to all students along with the "Weekly Bulletin" every Monday.

Other services offered through the Student Activities Office include: discount movie ticket sales, individual Student Activity Profile computer print-outs, Leadership Development, ticket sales to the F.M. Kirby Center for the Performing Arts, room reservations for lounges and meeting rooms on campus, New Student Orientation, providing game room equipment and acts as a clearing house for information regarding programming and fund raising.

Athletics

Intercollegiate athletics at College Misericordia includes women's basketball, softball, field hockey, volleyball, and tennis. Men compete at the intercollegiate level in basketball, baseball, tennis and golf.

Members of the student body, faculty and administration enjoy a intramural athletic program which includes co-ed flag football, soccer, basketball, volleyball and softball.

Bookstore

The campus bookstore is a meeting place of, and adjunct to both the academic and social life of the college. It is an academically oriented resource, where the need for, and interest in, reading and study engendered in the classroom can be nurtured and reinforced. It is also a social focal point on the campus offering many goods and services required by a college community. The main purpose of the campus bookstore is to provide for the sale of book and supply requirements connected with the academic programs of the college and the sale of such other supplies and services as shall be determined from time to time.

College Life

Campus Ministry

College Miserircordia is a Catholic college and, as such, offers students many different ways to express religious faith and values. Students of all denominations find the Campus Ministry program a focus for religious, social and community service activities.

In keeping with the College's Mercy tradition of justice and compassion, Campus Ministry sponsors empowerment programs which not only serve others but serve students also by giving them opportunities to form and test their own sets of values.

Careers and Placement

The College offers a career and placement service for enrolled students as well as alumni.

For some students, career choices are easy; for others such a decision may seem to be unreachable. Career counselors assist students through individual counseling and testing, workshops on communication skills, personal growth, and decision making.

As students approach graduation, the careers and placement office provides guidance in résumé writing, scheduling job interviews, or in applying to graduate school. Any Student seeking part-time employment off campus may apply at the Placement Office. Work-study placements on campus are assigned through the Financial Aid Office.

Commuter Council

All of the College's services and extracurricular programs are available to commuting students, encouraging full participation in campus activities by both commuter and resident students.

The Commuter Council, a student-organized association, is attentive to the needs and concerns of non-resident students. The Council addresses both the academic and social aspects of college life for commuters.

Counseling Service

The counseling service, located in Alumnae Hall, Lower Level, offers the opportunity for consultation with counselors in regard to a wide variety of issues.

Specifically, counselors work with individual students and small groups on career exploration, stress management, developmental issues and personal concerns.

Both testing and counseling services are available, without cost, to all students. All interviews are confidential.

College Life

Library

The Francesca McLaughlin Memorial Library is located on the second floor of the Administrative Building. Named after Sister M. Francesca McLaughlin, RSM, a librarian at the College for more than twenty-five years, the facility encompasses 15,000 square feet and houses stacks for 90,000 volumes.

The library's bright and congenial atmosphere is enhanced by art works, plants, modern furnishings and displays of photographs of the College and its history.

The library provides materials and services which support the educational objectives of the college. Faculty and students have access to many types of materials, including books, periodicals, reference search tools, audio-visuals and microforms. The library maintains a special collection of ANA and NLN nursing publications and selected award-winning books in children's literature.

An automated circulation system enables the staff to track all materials in use and issue overdue notices to delinquent borrowers. Students must present a valid I.D. card at the desk when borrowing materials. The College Misericordia I.D. card may also be used to borrow books directly from a number of local and regional libraries in the area library consortium.

College Misericordia is a member of the Northeastern Pennsylvania Bibliographic Center, the area consortium of regional academic, public, and medical libraries. As an affiliate of the Pennsylvania Library Information Network (PALINET), Misericordia subscribes to the cataloging and interlibrary loan system of the Online Computer Library Center (OCLC) in Dublin, Ohio. OCLC LINK provides access to DIALOG, BRS, VU/TEXT, and WILSONLINE.

The ILL subsystem affords faculty and students instant access to the holdings information of all OCLC participating libraries. Deliveries are provided through membership in the Interlibrary Delivery Service (IDS).

Students have access to computer based instruction tutorials on reserve at the circulation desk; two Apple Plus computers and a table top printer are available at the computer learning stations. The library also circulates other computer software for use in the third floor computer labs.

During freshman orientation, staff members introduce students to the various library resources and services. Library skills programs on cassettes and filmstrips are available at the A-V learning stations at the beginning of each semester. Individual instruction is available from the reference librarian or other staff members upon request.

The library is open 82 hours per week, including Saturdays and Sundays during the academic year. Special hours for vacation periods and summer session are posted.

College Life

Residence Halls

The College operates six resident facilities: McHale, Alumnae, McAuley Walsh, Carlow and Mercy Halls. All rooms are designed for double occupancy; a very limited number of single rooms are available.

The environment in the residence halls is one of living and learning. A vital part of the students' total educational experience is the relationship that grows from living and sharing with others in the residence halls. Resident students participate in making decisions affecting resident life. The residence life program strives to create an intellectual and friendly atmosphere conducive to academic achievement and personal growth.

Each of the residence halls is secure, furnished with beds, desks, bureaus, and closets, and is conveniently located on campus. Each building houses study rooms, laundry facilities, and recreational lounges.

Student Health Services

The College's health service personnel encourage wellness among all members of the Misericordia community. School programs and individual counseling stress preventive medicine, sound nutritional habits, and early detection. The Director of Health Services operates the Health Center in cooperation with the school physician. Most health problems are treated on campus, but when the need arises, students are referred to doctors' offices or hospitals in the area. Appointments with the school physician are scheduled on a weekly basis in the Health Center at no charge to the student. Incurred expenses are only for prescription medication. Ace bandages, crutches, vaporizers, heating pads and non-prescription medications are available, free of charge, at the Health Center.

A complete physical examination is a requirement for admission to the College. A comprehensive health insurance plan is available to all full-time students. Yearly physical examination are required of all students in health allied majors, and all student athletes.

The health service frequently sponsors such programs as blood drives, CPR certification, first aid training and other educational workshops. Educational pamphlets are available at the Health Center. The Director of Health Services serves as a resource personnel for various academic disciplines.

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College Directory

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Dean of Financial and Administrative Affairs, Thomas E. O'Neil, B.S., M.Ed.

Dean of Admissions, David M. Payne, B.S., M.A.

Dean of Students, Martha Hanlon, R.S.M., B.S., M.S.

Acting Director of Institutional Advancement, Linda Stallone, B.A.

Academic Affairs

Dean, Mary Glennon, R.S.M.

Assistant to the Dean, Kathie Flanagan-Herstek, B.S., M.S.

Division of Allied Health Professions	Ms. Elaine Halesey Chair
Division of Business Administration	Mr. Gale Rand Chair
Division of Fine Arts	Sister Mary Carmel McGarigle, R.S.M. Chair
Division of Humanities	Dr. Donald Fries Chair
Division of Natural Science, Mathematics and Computer Science	Mr. Carl Konecke Chair
Division of Nursing	Dr. Florence Bourcier Acting Chair
Division of Professional Studies	Dr. Joseph P. Rogan Chair

College Directory

Administration

Academic Computer Systems	Coordinator, John L. Kachurick, B.A., M.B.A.
Act 101	Director, William A. Burns, B.S., M.S., M.A.
	Counselor, Geraldine Wall, B.S., M.S.
	Counselor, Stella Lucias, B.S., M.S.
Alternative Learners Project	Director, Joseph Rogan, B.S., M.S. Ed.D.
	Coordinator, Patricia Marie McCann, R.S.M., B.S., M.S.
	Counselor, Connie Havir, B.A., M.Ed.
Art Gallery	Director, Marilyn Webster, B.A.
Continuing Education	Director, Thomas J. O'Neill, B.S., M.A.
Accelerated Degree Programs	Director of Experiential Learning, Kathie Flanagan Herstek, M.S.
Center for Professional Development	
Conferences/Institutes	Coordinator of Special Programs Edward Gallagher, B.A.
Credit Free Programs	
Part-Time Students	
Summer Sessions	
Weekend College	
Workshops	
Director of Freshman Year Experience	Kathleen A. Foley, B.S., M.S.
Honors Program	Director, Regina Kelly, R.S.M., B.A., M.A., Ph.D.
Library Services	Director, Mary Sharon Gallagher, R.S.M., B.A., M.S.L.S.
	Reference and Serials Librarian, Joseph Luksic, B.A., M.S.L.S.
	Acquisitions Librarian, Charles G. Riedlinger, A.B., M.L.S.
Registrar's Office	Registrar, Paula Wilkes, A.B., M.A.

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Administration

Administration and Planning	Dean of Financial and Administrative Affairs, Thomas E. O'Neil
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	Comptroller, John J. Hoover, B.S.
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Development	Grants Officer, Sandra Nobile, B.S., M.P.A.
Prospect Research	Georgetta Potoski, B.S.
Public Relations	Communications Manager, Carol Wall, B.A.
Admissions	Dean, David M. Payne, M.A.
	Assistant Dean, Mary A. Siegel, B.A., M.A.
	Counselor, Mary Elizabeth Kutz, B.A.

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Administration

Financial Aid	Director, Jane Dessoye, B.A.
Student Services	Martha Hanlon, R.S.M., M.S.
Athletics	Director, John Howe
Bookstore	Manager, Diane Morreale
Counseling	Counselor, Geraldine Wall, B.S., M.S.
	Counselor, Stella Lucias, B.S., M.S.
Food Service	Director, David Paul
Health Services	Director, Charlotte T. Slocum, R.N., B.A., B.S.N., MSN
Placement	Director, R. Arnold Garinger, B.S., M.A.
Resident Life	Director, Karen Belli, B.A.
	Resident Counselor, M. Sharon Gallagher, R.S.M., B.A., M.S.L.S.
	Resident Counselor, Madeline Gill, R.S.M., B.A., M.Ed.
	Resident Counselor, Ruth Kelly, R.S.M., B.A., M.A.
Student Activities	Director, Judy Harvey, B.S., M.S.
	Student Affairs Coordinator, Sr. Robert Marie Lockman, R.S.M., B.S., M.S.
Religious Life	Chaplain, Rev. John Petrasko, B.A., M.Div. Director of Campus Ministry
	Assistant Director of Campus Ministry, Cynthia March, R.S.M., B.A.

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The Faculty Senate

The Faculty Senators

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College Directory

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Academic Committee Chairs

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Curriculum Committee
Mr. Richard Dower

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Faculty

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Faculty

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1988-1989 Academic Calendar

with Administrative Dates

Fall Semester 1988

Thursday	August 25	Academic Dean/Division Chairs Meeting Division Meetings
Friday	August 26	New Employee Orientation General Faculty Meeting
Sat.-Sun.	August 27-28	New Student Orientation
Monday	August 29	First Day of Semester for All Students Opening Covocation/Mass/Advising; No Day Classes; Evening Classes will be Held
Monday	September 5	No Day or Evening Classes; Labor Day
Tuesday	September 6	Classes Resume; 8:00 a.m. Drop/Add Period Ends; 4:00 p.m.
Friday	September 23	Last Day to Remove Summer Incompletes
Friday	October 7	Last Day to Withdraw from Courses Without Academic Penalty
Friday	October 14	Fall Recess Starts; 5:30 p.m. Mid-Term Grades Due in Registrar's Office; 4:00 p.m.
Monday	October 17	No Day or Evening Classes; Fall Recess
Tuesday	October 18	Classes Resume; 8:00 a.m. Faculty Workshop; 3:30-5:30 p.m.
Tuesday	November 8	No Day or Evening Classes; Advisement Day
Wed.-Tues.	November 9-15	Pre-Registration for Spring Semester
Wed.-Sun.	November 23-27	No Classes; Thanksgiving Recess
Monday	November 28	Classes Resume; 8:00 a.m.
Monday	December 12	Last Day of Classes; No Evening Classes
Tues.-Sat.	December 13-17	Final Examinations
Tuesday	December 20	Final Grades Due in Registrar's Office; 8:30 a.m.
	N.B.	No Developmental Test Day No Study Day

1988-1989 Academic Calendar

with Administrative Dates

Spring Semester 1989

Tuesday	January 17	First Day of Classes for All Students Classes Begin; 8:00 a.m.
Monday	January 23	Drop/Add Period Ends; 4:00 p.m.
Friday	February 10	Last Day to Remove Incompletes
Mon.-Sun.	February 20-26	Winter Recess
Monday	February 27	Last Day to Withdraw from Courses Without Academic Penalty; Classes Resume 8:00 a.m.
Monday	March 20	Mid-Term Grade Due in Registrar's Office; 4:00 p.m.
Thur.-Mon.	March 23-27	Easter Recess
Tuesday	March 28	Classes Resume; 8:00 a.m.
Tuesday	April 18	No Day or Evening Classes; Advisement Day
Wed.-Tues.	April 19-25	Pre-Registration for Fall Semester
Monday	May 8	Last Day of Classes
Tuesday	May 9	Study Day; No Day or Evening Classes or Examinations
Wednesday	May 17	Final Grades Due in Registrar's Office; 4:00 p.m.
Saturday	May 20	Baccalaureate and Commencement

N.B. Final Examinations will be held on the following dates:

Wednesday	May 10
Thursday	May 11
Friday	May 12
Saturday	May 13
Monday	May 15

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